

# TOWN OF LINCOLN

## 2014 ANNUAL TOWN REPORT





**On the cover:**

**Three generations of Lincoln Police chiefs gather to celebrate Kevin Kennedy's promotion in July 2014. From left: Chief Kevin Kennedy, Chief (ret) Alan Bowles, Chief (ret) Kevin Mooney.**

**Inside cover: Engaged Lincolniters ponder design and location options for the Community Center Study Committee**

**REPORT**  
**of the**  
**OFFICERS AND COMMITTEES**  
**of the**  
**TOWN OF LINCOLN**  
**FOR THE YEAR 2014**



**LINCOLN, MASSACHUSETTS**



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## TOWN INFORMATION

<i>First Settled</i>	1650-1680
<i>Town Incorporated</i>	1754
<i>Town Area</i>	14.56 square miles
<i>Population</i>	6,364(including Hanscom AFB)
<i>Registered Voters</i>	4,003 (including Hanscom AFB)
<i>Type of Government</i>	Town Meeting
<i>2014 Annual Town Meeting</i>	March 29, 2014
<i>2014 Annual Election of Officers</i>	March 31, 2014
<i>FY 2014 Tax Rate =</i>	<i>Residential \$14.41      Commercial \$18.95</i>
<i>FY 2015 Tax Rate =</i>	<i>Residential \$14.15      Commercial \$18.60</i>

## MUNICIPAL AND SCHOOL OFFICES

DEPARTMENT	OFFICE HOURS	PHONE
<b>TOWN OFFICES</b>		
<b>Mon-Fri 8:30 AM – 4:30 PM</b>		<b>781-259-2600</b>
<b>16 Lincoln Road</b>		<b>(main Phone #)</b>
Accounting & Finance		781-259-2608
Town Administrator		781-259-2601
Assessors		781-259-2611
Building Inspector		781-259-2613
Collector/Treasurer		781-259-2605
Conservation		781-259-2612
Health, Board of		781-259-2614
Housing Commission		781-259-2614
Historical Commission		781-259-2614
& Historic District Comm.		
Planning		781-259-2610
Selectmen, Board of		781-259-2601
Town Clerk		781-259-2607
Zoning Board of Appeals		781-259-2615

## **COUNCIL ON AGING**

**Mon-Fri 8:30 AM – 4:30 PM**

Bemis Hall

15 Bedford Road

781-259-8811

## **PUBLIC SAFETY**

169 Lincoln Road

Emergencies

911

General Business

781-259-8113

## **PUBLIC WORKS**

30 Lewis Street

Mon-Fri 7:00 AM – 3:30 PM

781-259-8999

Transfer Station (Rte 2A)

Wed & Sat 7:00 AM - 3:30 PM

## **WATER DEPARTMENT**

Mon- Fri. 7:00 AM – 3:30 PM

Pumping Station, 77 Sandy Pond Road

781-259-8997

Filtration Plant, 80 Sandy Pond Road (manned daily)

781-259-1329

## **RECREATION**

Ballfield Road, Hartwell Campus

781-259-0784

## **LINCOLN PUBLIC SCHOOLS**

Ballfield Road

781-259-9400

Smith School (K – 4)

781-259-9404

Brooks School (5 – 8)

781-259-9408

Superintendent

781-259-9409

Business Office

781-259-9401

## **LINCOLN SUDBURY REGIONAL DISTRICT SCHOOL**

390 Lincoln Road, Sudbury

978-443-9961

## **HANSCOM SCHOOLS - Hanscom AFB**

Hanscom Primary

781-274-7721

Hanscom Middle

781-274-7720

## **MINUTEMAN REGIONAL SCHOOL DISTRICT**

758 Marrett Road, Lexington

781-861-6500

PUBLIC MEETINGS ARE POSTED ON THE TOWN OFFICES

BULLETIN BOARD AND ON THE TOWN MUNICIPAL CALENDAR @

**[www.lincolntown.org](http://www.lincolntown.org).**



# GENERAL GOVERNMENT

## BOARD OF SELECTMEN

Renel Fredriksen, Chair  
Noah Eckhouse  
Peter Braun

### INTRODUCTION

2014 was a year of challenges, both old and new. Route 2 construction continued into its second year, Lincoln K-8 facilities' needs continued to be addressed, street lights and crosswalks were purchased and upgraded, research continued in earnest for a new community center, and we successfully negotiated a PILOT program.

Community life followed a familiar pattern - Winter Carnival kicking off the new year, Town Meeting in the spring, State of the Town in the fall, and many meetings and activities in between. At Town Meeting, we approved several capital projects, set in motion a study to research feasibility and costs of a new community center, and approved a warrant article for new bike racks brought by a group of eighth graders. The bright light award was granted to Pamela Gallup, for her many contributions to affordable housing.

In the fall, at the State of the Town Meeting, we heard presentations from the K-8 School Committee and the Community Center Study Committee. Both committees made detailed presentations, and left ample time for feedback.

This year saw the passing of a major torch: In June, Chief Kevin Mooney retired after 26 years with the Lincoln Police Department and Chief Kevin Kennedy, who has served Lincoln for 22 years, was sworn in. Our Town is incredibly fortunate to have the experience and dedication of both of these men serving our community.

Lincoln relies on its experienced and knowledgeable staff, as well as enthusiastic and hard-working volunteers. This Town could not function as well as it does without the dedication of all of these people. Our staff rivals the best in the State (if not beating them all), and our volunteers are the envy of our neighbors. These people deserve our sincere thanks.

Our role as the Board of Selectmen is to listen to you, the citizens of Lincoln, and to carry out the will of the Town, as expressed at Town Meeting. We look forward to seeing you at Town Meeting in March, and in collectively setting our sights for 2015.

## **COMMUNITY CENTER**

The Board of Selectmen appointed the Community Center Study Committee (CCSC) in May 2014, following a vote of Town Meeting. They were charged with evaluating the options for addressing the long and short-term facilities' needs of the Council on Aging and the Parks & Recreation Department, as well as approximately 25 other town and community organizations.

A final report with recommendations was delivered to the Board of Selectmen (BOS) in early February 2015, so that the Selectmen could prepare their recommendations to the March, 2015 Town Meeting.

The CCSC worked diligently over the summer and into the fall and winter, with great public transparency. They researched and visited several Community Centers in neighboring towns, familiarized themselves with the five town-owned sites, reached out to Lincoln School officials, the PTO, as well as to other Boards and Committees. They had a robust web site presence, and gathered feedback through various public events and a survey.

They held a town-wide charrette in October, which was attended by over 150 people. They also held two additional public events in the fall: one sponsored by the PTO and one by the COA.

This was followed by a presentation to the State of the Town in November, which was attended by over 350 people – a very good turnout. The SOTT included an opportunity for residents to weigh in on which of the five sites had the greatest support.

As a result of the overwhelming support for a Community Center to be built in the Hartwell area of the school campus, the focus since the SOTT was on what could be done on that site. Several possible options were investigated at the Hartwell site, with a potential cost of between \$9.5 and \$13.5 million.

The final report of the Committee, with its recommendations, is available on the Town web site. Hard copies for review are also available at Town Hall, the Library, and at Bemis Hall.

## **STATE OF THE TOWN MEETING**

We were pleased to facilitate a very successful State of the Town meeting in November, with a possible record attendance of 350 people or more. Residents turned out to consider building options for a potential Community Center, renovation options for the Lincoln Schools, and an open forum for other citizen concerns.

Both the Community Center Study Committee and the School Committee made brief presentations followed by ample time for discussion and feedback. And the

Town did speak. Residents were actively engaged, and comments were thoughtful. Both committees followed the comments sessions with a sticker exercise, allowing for residents to give specific feedback on the options presented.

### **CARE DIMENSIONS' PAYMENT-IN-LIEU OF TAX AGREEMENT**

We are pleased to report that we have negotiated the Town's first payment-in-lieu of taxes (PILOT) agreement with one of the Town's many not-for-profit organizations. In July of 2013, Care Dimensions, a not-for-profit hospice provider, acquired 12.5 acres of land on Winter Street adjacent to the Lincoln/Waltham line, for the purpose of developing an eighteen- bed hospice facility. Shortly thereafter, Care Dimensions initiated discussions with the Town's land use permitting boards. Feedback provided by the boards and abutting property owners caused Care Dimensions to scale-back its initial design. The final design plan, and associated permits and agreements, demonstrate Care Dimensions' sensitivity to our key concerns – one of which was that the Town stood to lose ~\$40,000 per year in property taxes as a result of the new owners' tax exempt status.

Our Board was in the process of developing a comprehensive PILOT program, and had begun discussions with several of our existing not-for-profit organizations, at the time Care Dimensions acquired the Winter Street property. We proposed a PILOT agreement to help mitigate the loss of tax revenue and to defray the anticipated costs of municipal services. Care Dimensions was receptive to our proposal and eventually agreed to terms that demonstrate their good faith and commitment to being a fiscally responsible member of our community.

Under the terms of our Agreement, which we understand to be the first of its kind for a hospice provider in Massachusetts, Care Dimensions will make a PILOT payment for ten years. Initially, the payment will equal the amount of taxes the property had been generating when it was being taxed as residential property – thereby addressing our “do no financial harm” objective. In year five of the Agreement, we will assess the cost of municipal services provided to Care Dimensions and step down the annual payments over the remaining term of the Agreement should the cost of services prove to be substantially less than the PILOT payment. Care Dimensions payments over the ten year term of the Agreement will generate a minimum of \$285,000 and a maximum of \$380,000, and will effectively create a bridge that will allow the tax base, through ordinary annual growth, to recover from the initial conversion of the property from tax producing to tax exempt status.

Finally, it is important to remember that the Care Dimensions property had been identified as an “at-risk” property during several earlier town land use planning exercises. Care Dimensions' hospice facility is a much more benign and lower



impact use of the land than was contemplated under several other development scenarios. Care Dimensions has developed its plans and designs in a thoughtful manner, and has produced a final plan that is respectful of the residential character of our community. We welcome Care Dimensions as a good corporate citizen and as a provider of a service that will bring comfort to our Lincoln families, and to the families of our friends and neighbors throughout the region.

### LINCOLN CONVERTS TO TOWN-MANAGED LED STREETLIGHTS

One major accomplishment in 2014 was the purchase and conversion of the Town’s streetlight network. Historically, the network was owned by NStar, who was generally lax about the upkeep and operation of the network. This was a source of regular resident complaints, ranging from “the lights shine into my house” to “the lights are burned out” to “the lights are a jumble of technologies (incandescent, mercury vapor, and high pressure sodium) more appropriate for a Walmart parking lot”. We heard you.

Working with the Green Energy and Technology Committee (GETC), the Town was able to:

- 1) Purchase the existing network from NStar
- 2) Convert the network to high efficiency LED lights
- 3) Subcontract with an experienced firm to install and maintain the network, under the control of the Town

To top it all off, this entire project of 229 streetlights was done at no cost to the town. The acquisition of the lighting network was underwritten by a generous donor (who wishes to remain anonymous). The \$75,000 cost of the new LED lamps was underwritten by a state grant for \$52,000 with an additional \$23,000 rebate from NStar. On an operating basis, project is expected to save the Town in excess of \$20,000 in electricity costs due to the high efficiency of the LED lamps, reducing our streetlight energy cost by 75-80% per year.

This is a project that has been very well received by the Town and was highly anticipated. It is particularly appealing because of improved color rendering and light distribution, and the fact that the Town now has control over the network and can adjust and “tune” the light levels as needed.

~ This project was a bright spot in 2014 and special recognition goes out to John Snell, Mary Day and the GETC who so ably LED the project. ~

## **ROUTE 2**

The long-awaited transformation of the Bedford Rd.-Route 126 section of Route 2 into a limited access highway, with significant safety improvements for abutters and all users, continued at a steady pace through 2014. Completion is expected on schedule in mid-2016. The Board of Selectmen, our staff, and other committee members have continued to work hard to attempt to mitigate the impacts on the Town and abutters, including regular meetings with highway construction staff, affected residents, and The Commons In Lincoln (which is contemporaneously conducting its own major construction project). The Town has successfully negotiated significant landscape and fencing enhancements to the project, which are expected to be implemented at State expense during the coming year. Several of the new access roads that are a major part of the safety improvements have been completed and named, allowing many of the immediate abutters to access their homes from safe, local roads and not directly from Route 2. Special thanks continue to go to Dan Boynton, who has been intensively involved as a volunteer for many years in advocating for locally-sensitive design solutions and who provides us with an invaluable, detailed knowledge-base of how the project evolved.

## **HANSCOM AIR FORCE BASE**

Approximately one-half of Hanscom Air Force Base (or about 400 acres) is in Lincoln, including all of the housing and schools. The Base is a Constitutionally-protected “federal enclave”, meaning that the federal government has exclusive jurisdiction and that Lincoln has neither the legal obligation to provide services nor the right to tax the real estate. Under a contract with the federal government, Lincoln is paid its costs for operating the Hanscom schools. We are happy with this status quo, which has existed for about 60 years.

We are nevertheless always mindful that, although it is currently considered a remote possibility, the federal government could transform the Base’s legal status or functions in ways that could create substantial challenges for Lincoln. Lexington, Bedford, and Concord would also be affected. It therefore behooves us to continue to pay close attention to the Base and maintain strong alliances with our municipal neighbors and with relevant State and federal officials. The focal point for our Base-related efforts is our active membership in the Hanscom Area Towns Committee (“HATS”)([www.hanscomareatownscommittee.com](http://www.hanscomareatownscommittee.com)). Through HATS, we maintain close working relationships with the other three towns’ Selectmen. We also actively support the State’s substantial efforts to provide financial and political support for the Base’s maintenance and enhancement as a thriving part of the State’s economy with continued “federal enclave” status. In addition, we stay in close communication with Lincoln’s and neighboring towns’ representatives in Congress, including Congresswomen Katherine Clark and Niki Tsongas and Congressman Seth Moulton.

The State's efforts are organized and staffed through two well-coordinated agencies: MassDevelopment, which is one of the Commonwealth's principal development and financing arms; and the Military Asset and Security Strategy Task Force, supervised by the Governor. During 2014, the Task Force and MassDevelopment successfully advocated for the State Legislature's enactment of a \$177 million bond authorization to provide financial resources for infrastructure improvements of the Base and other military installations in the State. They are also continuing to work with the Base to improve its physical security, energy-efficiency and cost-effectiveness, as well as implement Base-related workforce development initiatives and enhanced contract opportunities for small businesses. Through a Pentagon-led initiative in which we have actively participated, we have worked with the Base, State, and other HATS towns to identify and implement mutually-beneficial partnership opportunities to assist the Base to operate more cost-effectively and with improved municipal-type services.

In short, we have continued to demonstrate that we are a reliable ally in support of the Base, which should serve us well under any future scenario regarding the Base.

#### **MINUTEMAN REGIONAL VOCATIONAL HIGH SCHOOL**

Minuteman Regional Vocational High School is a regional school district established in 1970 with property straddling the Lincoln-Lexington line. Its building was constructed in the early 1970's on the Lexington land. It is currently governed equally by 16 member-towns, including Lincoln, pursuant to a Regional Agreement that has been in place since 1970 and cannot be amended without unanimous approval by all 16 town meetings.

Until this past year, the School has not typically been a focus for the Selectmen, although the School owns about 47 acres of land in Lincoln (36 acres containing the parking lots; and an 11-acre, five-lot (three-house) residential subdivision off Mill St.). The Moderator appoints Lincoln's representative to the Regional School Committee. The School's operating budget and occasional small capital funding requests have for decades been a very small part of the Town's total annual appropriations. Even though for many years less than ten students have attended the School at any one time, the Town has always appreciated the School's mission and programs for providing a high-quality vocational/technical education option for our high school students, as well as continuing education options for adults. As explained below, however, the Selectmen have recently had to pay closer attention to the School.

Several years ago, the School recognized that its facility had aged and needed substantial improvement or replacement very soon. It applied for and was accepted into the MSBA funding pipeline and is now well-along in the feasibility-study process. The current estimate for the likely preferred option is



approximately \$125 million, for a new building that may be built on the Lincoln land.

The School has also been wrestling with several problems related to financing this large project. First, the current Regional Agreement requires that the financing be approved by all 16 town meetings, a potentially difficult hurdle that the MSBA itself has identified as a concern.

Second, only about half of the School's students currently come from the member-towns. This has resulted from decades of changes in the member-town's demographics that have decreased member-town students' enrollments in the School, as well as the increased popularity of the School's program for nearby non-member towns that lack other adequate vocational options to offer their residents. Although the substantial non-member town enrollment has enabled the School to maintain a high level of occupancy and diverse programs, this also presents a fundamental financial problem in the context of a very large capital project. Although the non-member towns are charged an equitable portion of the School's operating costs, current State regulations do not allow the School to charge non-member towns for capital costs. The current Regional Agreement requires that each member-town pay for the School's operating and capital costs proportionately to enrollment, to the extent those costs are not otherwise covered by non-member town tuitions and State support. There is a five-student minimum payment for capital costs, but this has not been a factor for Lincoln even when we have had fewer than five enrolled students, since the School has had only a few small capital projects. Under State law, there is a "wealth" factor used to increase the payment required by some towns (such as Lincoln) for the operating costs (but not for capital costs).

For several years, the School's leadership has been attempting to find solutions for these problems. The School has been lobbying the Board of Education to change its regulations to authorize the School to charge non-member town tuition for capital costs. As of this writing, such a change is pending, but it is unknown if and when it will be approved. The School has also lobbied the Education Commissioner to permit member-towns to have the right to withdraw from the Regional Agreement but enter into a contract with the School for the right to send a certain number of students to the School in exchange for agreeing to pay a proportional amount of the operating and capital costs. The legality of this option is still unconfirmed.

In addition, the School formed a subcommittee to develop proposed amendments of the Regional Agreement to mitigate the MSBA's concern with the 16-town high-hurdle required for approval of capital-project financing. This governance subcommittee also voluntarily chose to develop other proposed amendments to the Regional Agreement that would substantially change the one-town-one-vote governance and instead concentrate governing power in the hands of a few towns based on enrollment, as well require member-towns to pay

for capital costs based on a higher floor (1% minimum) and based on “wealth” factors instead of proportionally.

Residents may recall that the School requested approval of the Regional Agreement amendments at the March 2014 Annual Town Meeting. The Town Meeting followed the Selectman’s recommendation to pass over the Warrant Article and thus take no action on the School’s request. We believed, and continue to believe, that the proposed amendments raise substantial concerns for Lincoln’s interests. We also believed that there was troubling uncertainty regarding the size, location, and cost of the proposed building project and regarding the whether and how much non-member towns would be required to pay for the project. Although 10 member-towns approved the amendments at their respective 2014 town meetings, five towns (including Lincoln) passed over the Warrant Article and one town rejected the amendments.

Since then, the School has attempted to gain understanding of the six non-approving towns’ respective concerns and persuade them to reconsider. The Selectmen and Finance Committee have appointed representatives to a working group with the Town Administrator and several other town officials to monitor and evaluate the School’s efforts and attempt to negotiate a solution beneficial to Lincoln. One option that the School has proposed is for Lincoln to approve the amendments and then withdraw in favor of a non-member contract of the type described above. Another option is for Lincoln to approve the amendments and remain a member. We have communicated to the School that we would consider either of these pathways only in exchange for substantial financial and other concessions. For example, we believe that the School’s subcommittee unreasonably focused only on enrollment in determining governance rights and failed to consider Lincoln’s substantial historical and continuing financial sacrifice of foregoing tax revenues on 47 acres of real estate, as well as failing to consider Lincoln’s interest in being able to apply its zoning by-law to the proposed new building and the likelihood that Lincoln would incur fire, police, and building inspection expenses for a large school facility in Lincoln.

We anticipate that the School will request reconsideration of the amendments at the March 2015 Annual Town Meeting, and we are hopeful that negotiations will have progressed sufficiently to enable us to recommend a course of action.

**TOWN OFFICE BUILDING AWARDED LEED SILVER**

In late January, the Town was notified that our Town Offices renovation project was formally awarded LEED Silver status! This is a tremendous capstone accomplishment for the project, which was completed in 2013. LEED certification encompasses the design, demolition, construction and operational phases of the project, and is subject to stringent verification by independent examiners. It required close collaboration between the Architect, the Engineers, the Contractor and the Owner (the Town of Lincoln).

What does this mean in practical terms? It means that we have a building that was built to very high standards in the areas of energy efficiency, water usage and storm water management. It means the building was designed to be "healthy" in areas like fresh air circulation, daylight, wastewater reduction and low-emitting construction materials. It means that we have successfully balanced the renovation of a historic building with modern techniques and technologies. And it hopefully means we have a building that operates well for many years to come.

Congratulations to all the volunteers and Town staff, as well as our consultants & contractors, on a job well done. Stay tuned for a formal ceremony for the unveiling of our LEED Silver plaque.

**PERSONNEL**

The Board appreciates the efforts of the Town's staff and boards who help us recruit, hire and develop the good people who help make Lincoln the special and caring community that it is. There were several noteworthy personnel changes this past year, including the promotion of Krystal Elder to head up our Treasury & Collections Department; Lieutenant Kevin Kennedy to Police Chief; a number of resulting promotions within the Police Department; the promotion of David McKnight to DPW Foreman and Stephen McDonald to DPW Crew Chief; along with the appointment of several new town employees. Congratulations to all and thank you for the important work you do.

02/14	Krystal Elder	Promoted to Treasurer/Collector
03/14	Ashley Brassard	Appointed as new E-911 Dispatcher
05/14	Patrice Brennan	Promotion to Assistant Treasurer/Collector
05/14	Dorothy Blakely	Promoted to Assessor's Administrator
06/14	Ian Sears	DPW Crew Member
06/14	Anthony Clemente	DPW Crew Member
07/14	Kevin Kennedy	Appointed to Chief of Police
07/14	Sean Kennedy	Promoted to Lieutenant
07/14	Jon Wentworth	Promoted to Sergeant
07/14	Colleen Stansfield	Appointment Administrative Assistant for ZBA
07/14	Peggy Elder	Appointment Administrative Assistant to Board of Selectmen and Town Administrator
08/14	Amy Pearson	Facilities Administrative Assistant
09/14	Ian Spencer	Promoted to Detective



09/14	Matthew Forrance	Appointed as Patrol Officer
09/14	Ronald Boisseau	Crossing Guard
12/14	Karen DeCaprio	Appointment Collections Clerk
12/14	David McKnight	Promotion to DPW Foreman
12/14	Stephen McDonald	Promotion to DPW Crew Chief

## SUMMARY

We are fortunate to live in Lincoln – a safe community with excellent schools, an agricultural heritage, several museums, and a wealth of open space.

We are fortunate that our predecessors planned so well for the future we enjoy today: setting aside land for conservation, controlling development, and planning for how we would use our land. Lincoln would not be what it is today without the history of those volunteers who came before us and had a vision for our community.

Lincoln still relies on volunteers to handle today's work and to plan for the generations who will follow us. We encourage all of you to be part of our great history – today.

## OFFICERS AND COMMITTEES

### Term Expires

### ELECTED

#### Moderator

Sarah Cannon Holden	2017
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#### Town Clerk

Susan Brooks	2016
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#### Board of Selectmen

Peter Braun	2017
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Noah Eckhouse	2016
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Ragnhild Fredriksen	2015
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#### Board of Assessors

Ellen Meadors	2017
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Edward Morgan	2015
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John G. Robinson	2016
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#### School Committee

Peter Borden (interim appointment)	2015
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Timothy Christenfeld	2016
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Jennifer Glass	2017
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Jena Salon	2017
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Alvin L. Schmertzler	2015
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#### Water Commission

Ion C. Abraham	2015
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Ruth Ann Hendrickson	2017
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Patrick J. Lawler	2016
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#### Board of Health

Steven Kanner	2016
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Frederick L. Mansfield	2017
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Patricia Miller (interim appointment)	2015
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#### Cemetery Commission

Manley Boyce	2017
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Susan S. Harding	2015
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Conrad Todd	2016
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#### Lincoln-Sudbury Regional District School Committee

Radha Gargeya	2016
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Elena M. Kleifges	2017
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Nancy Marshall (Lincoln Resident)	2015
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Kevin J. Matthews	2016
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Patricia M. Mostue (Lincoln Resident)	2017
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Gerald E. Quirk	2015
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## Term Expires

### Planning Board

James Craig, Associate (Planning Board Appointee)	2016
Lynn DeLisi (Elected)	2017
Robert Domnitz (Elected)	2015
Margaret Olson (Elected)	2016
Richard Rundell (Elected)	2017
Bryce Wolf (Elected)	2016

### Commissioners of Trust Funds

Donald Collins	2015
D. Paul Fitzgerald	2017
Douglas Harding	2016

### Trustees of Bemis Fund

Melinda Abraham	2017
Stephen Atlas	2016
Ruth Rothstein	2015

### Trustees of Lincoln Library

Jacquelin Apsler (Board of Selectmen Appointee)	2017
Julie Brogan (Elected)	2016
Martin Dermady (School Committee Appointee)	2016
John B. French (Library Trustees Appointee)	
Alfred Kraft (Library Trustees Appointee)	
Peter Sugar (Library Trustees Appointee)	

### DeCordova Museum and Sculpture Park Trustees

Scarlett H. Carey (Elected)	2015
Daniel Elias (School Committee Appointee)	2017
Melinda Webster Loof (Board of Selectmen Appointee)	2017
Stacy Osur (Elected)	2017
Jonathan Rapaport (Elected)	2018
Peter Sugar (Library Trustees Appointee)	2016
Dune Thorne (Elected)	2016

### Housing Commission

Diana Chirita (Board of Selectmen Appointee)	2019
Linda Conrad (interim appointment)	2015
Peter Georgiou (Elected)	2017
Constance Lewis (Elected)	2015
Mary Sheldon, Non-voting (Council On Aging Appointee)	2015
Allen Vander Meulen (Board of Selectmen Appointee)	2015

### Parks and Recreation Committee

Doug Carson (Board of Selectmen Appointee)	2017
Patricia M. Donahue (Elected)	2016
Jonathan Dwyer (Board of Selectmen Appointee)	2016
Chris Fasciano (Board of Selectmen Appointee)	2015



**Term Expires**

Margit Griffith (Elected)  
Edward A. Julian (Elected)

2017  
2015

**APPOINTED BY THE BOARD OF SELECTMEN**

Town Administrator

Timothy Higgins

Assistant Town Administrator

Mary Day

Accountant/Finance Director

Colleen Wilkins

Treasurer/Collector

Krystal Elder

Town Counsel

Joel Bard

Superintendent of Public Works

Christian Bibbo

Superintendent of Water Department

Gregory Woods

Fire Chief

Stephen E. Carter

Chief of Police

Kevin Kennedy

Constables

Robert Paul Millian

Joseph Topol

2015

2015

Dog Officer

Leslie Boardman

Sealer of Weights & Measures

Courtney Atkinson

Building Inspector

Daniel Walsh

Wiring Inspector

Robert Norton

Assistant Wiring Inspector

John Bolli

Plumbing Inspector

Russell Dixon

Assistant Plumbing and Gas Inspector

George Dixon

Kenneth Rich

Emergency Management

Stephen E. Carter

Hazardous Waste Coordinator

Elaine Carroll

Veterans' Services Officer

Priscilla Leach

2015

Veterans' Programming Officer

James Hogan

2015

Minuteman Senior Services

Dilla Tingley (Council on Aging)

2015

Tree Warden

Kenneth Bassett

2015

Registrars of Voters

Susan Brooks, Ex Officio (Town Clerk)

Christopher Bursaw

2016

Deborah C Kahn

2015

Nancy Zuelke

2017

Conservation Commission

James Henderson

2016

Stephen Johnson

2017

Ari Kurtz

2015

Jordan McCarron

2015

James Meadors

2016

Richard Selden

2017

Peter von Mertens

2016

Zoning Board of Appeals

Joel Freedman

2016

David Henken

2017

Vinit Patel, Associate

2017

Kathleen Shepard, Associate

2017

Eric Snyder

2019

David Summer

2018

Council On Aging

Marilyn Buckler	2016
John B. French	2015
Benjamin Horne	2017
Sarah Kindleberger	2016
Tricia McGean	2017
Don Milan	2015
Donna Rizzo	2017
Mary Sheldon	2015
Robert Sutherland	2016
Dorothy Taylor	2016
Dilla Tingley	2017
Rob Todd	2015

Disabilities Commission

Mary Day (Town Official)	
Deborah Dorsey	2016
Susan Isbell	2017
Janet Lipcon	2017
John Ritz	2015
Nancy Torti	2015

Lincoln Historical Commission

Douglas Adams	2017
Lucretia Giese	2016
Andrew Glass	2015
Judith Lawler, Alternate	2015
Andrew Ory	2016
Ruth Wales	2017

Historic District Commission

Douglas Adams (Architect)	2017
Lucretia Giese (Historical Society)	2016
Andrew Glass (Real Estate Agent)	2015
Judith Lawler, Alternate	2015
John MacLean, Alternate	2015
Andrew Ory (Historic District Resident)	2016
Richard Rundell (Planning Board)	continuing
Ruth Wales	2017
Bryce Wolf (Planning Board)	2015

Lincoln Cultural Council

Patrick Greene	2016
Lisa Putukian	2016
Dana Risley	2016
Ruth Rothstein	2016
Nancy Leigh Thompson	2015

**Term Expires**Pierce House Property Committee

Anne Crosby	2017
Judy Gross	continuing
Jean Horne	2016
Lucia MacMahon	2017
Virginia Quinn Rundell	2016

Recycling Committee

Laura Berland  
Elizabeth Cherniak  
Jennifer Gundy Morris  
Bernadette Quirk  
Sue Stason

Emergency Assistance Fund Committee

Carolyn Bottum, Ex Officio (COA Director)	
Lorraine Fiore (First Parish Church)	2016
Nancy Ritchie (St. Anne's Church)	2015
Mary Sheldon (Council on Aging)	2015
Jane Thomas (St. Julia's Parish)	continuing

Green Energy Technology Committee

Linda Conrad	2015
Mary Day (Assistant Town Administrator)	
Edmund Lang	2015
Jennifer Gundy Morris	2015
John Snell	2015
William Stason	2015
Peter Watkinson	2015
David Oneil	2015

Cable Advisory Committee

James Cunningham	2017
Marty Fahey	2016
Harold McAleer	2016
David Trant	2017

Agricultural Commission

Nancy Bergen	2017
Lynne Bower	2017
Kit Carmody, Alternate	2015
Ari Kurtz (Conservation Commission)	2015
Ellen Raja	2015
Karen Seo, Alternate	2016
Charlotte Trim, Alternate	2017

## Term Expires

### Hanscom Field Advisory Commission (HFAC)

Peter Braun	
Ragnhild Fredriksen, Alternate	2015

### Hanscom Area Towns Study Committee (HATS)

Peter Braun (Selectman)	2015
Robert Domnitz (Planning Board)	continuing

### MBTA Advisory Board

Sara Mattes	continuing
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### Metropolitan Area Planning Council (MAPC)

Christopher Reilly	2017
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### Suasco Wild and Scenic River Stewardship Council

James Henderson, Alternate	continuing
James Meadors	continuing

### Affordable Housing Trust

Ragnhild Fredriksen (Selectman)	2016
Jim Hutchinson (Finance Committee)	2015
Betty-Jane Scheff	2015
Gerald Taylor	2015
Peter von Mertens (Lincoln Foundation)	2015

### Healthy Communities Implementation Committee

Jacquelin Apsler	
Carolyn Bottum (COA Director)	
Mary Day (Assistant Town Administrator)	
Kevin Kennedy (Police Department)	
Tricia McGean	
Barbara Myles (Library Director)	
Rev. Roger Paine	
Daniel Pereira (Parks & Recreation Department)	
Maureen Richichi (Nurse)	
John Ritz (Disabilities Commission)	

### Roadside and Traffic Committee

Kenneth Bassett (Tree Warden)	2015
Noah Eckhouse (Selectman)	2015
Kenneth Hurd (Planning Board)	2015
Alex MacLean	2015
Beth Ries (Garden Club)	2015

### Route 128 Corridor Coordinating Committee

Peter Braun	continuing
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## APPOINTED BY THE TOWN CLERK

### Term Expires

Deputy Town Clerk  
Valerie Fox

Assistant Town Clerk  
Patricia Arseneault

Assistant Town Clerk for the Town Archives  
Barbara Myles

## APPOINTED BY THE BOARD OF HEALTH

Burial Agent  
Susan Brooks

Inspector of Animals  
Leslie Boardman

2015

## APPOINTED BY THE MODERATOR

Personnel Board  
Barbara J. Hogan  
Beth Ries  
Graham Walker

continuing  
continuing  
continuing

Finance Committee  
Jeffrey Birchby  
Eric Harris  
Jim Hutchinson  
Christian G. Kasper  
Sanj Kharbanda  
Peyton Marshall  
Laura Sander

2015  
2015  
2016  
2016  
2015  
continuing  
continuing

Minuteman Career & Technical High School  
Kemon Taschioglou

2015

## APPOINTED BY VARIOUS BOARDS AND COMMITTEES

### Community Preservation Committee

Susan Collins (Board of Selectmen Appointee)  
Craig Donaldson (Board of Selectmen Appointee)  
Chris Fasciano (Recreation Committee Appointee)  
Lucretia Giese (Historical Commission Appointee)  
Christian G. Kasper (Board of Selectmen Appointee) (FinCom)  
Constance Lewis (Housing Commission Appointee)  
Margaret Olson (Planning Board Appointee)

2016  
2015  
continuing  
2015  
2015  
2015  
continuing



## Term Expires

John Valpey (Board of Selectmen Appointee)	2016
Peter von Mertens (Conservation Commission Appointee)	continuing

### Capital Planning Committee

Jacquelin Apsler (Trustees of Lincoln Library Appointee)	
Andrew Beard (Moderator Appointee)	2015
Peter Braun (Board of Selectmen Appointee) (Selectman)	
Carol Lovell Carmody (Board of Selectmen Appointee)	2015
James Henderson (Conservation Commission Appointee)	
Audrey Kalmus (Board of Selectmen Appointee)	2016
Peter Montero (Board of Selectmen Appointee)	2017
Timothy Moynihan (Moderator Appointee)	2016
Alvin L. Schmertzler (School Committee Appointee)	

### Scholarship Fund Committee

Carolyn Dwyer (Moderator Appointee)	2015
Nancy Marshall (Board of Selectmen Appointee)	2017
Barbara Slayter (School Committee Appointee)	2017

### Leaf Blower Study Committee

Jamie L. Banks (Conservation Commission Appointee)  
Christian Bibbo (Conservation Commission Appointee)  
John Koenig (Conservation Commission Appointee)  
Geoff McGean (Conservation Commission Appointee)  
James Meadors (Conservation Commission Appointee)  
Daniel Pereira (Conservation Commission Appointee)  
Fan Watkinson (Conservation Commission Appointee)  
Robin Wilkerson (Conservation Commission Appointee)

### Community Center Study Committee

Despena Billings (Board of Selectmen Appointee)  
Ragnhild Fredriksen (Board of Selectmen Appointee)  
Steve Gladstone (Board of Selectmen Appointee)  
Nancy Marshall (Board of Selectmen Appointee)  
Daniel Pereira (Parks and Recreation Committee Appointee)  
Dilla Tingley (Council On Aging Appointee)

School Building Advisory Committee 2014

Douglas Adams (Moderator & School Committee Appointee)

Kenneth Bassett (Moderator & School Committee Appointee)

Owen Beenhouwer (Moderator & School Committee Appointee)

Vincent Cannistraro (Moderator & School Committee Appointee)

Timothy Christenfeld (Moderator & School Committee Appointee)

Buckner Creel (Moderator & School Committee Appointee)

Becky McFall (Moderator & School Committee Appointee)

Steven Perlmutter (Moderator & School Committee Appointee)

Maggy Pietropaolo (Moderator & School Committee Appointee)

Hathaway Russell (Moderator & School Committee Appointee)

Peter Sugar (Moderator & School Committee Appointee)

Gerald Taylor (Moderator & School Committee Appointee)

## OFFICE OF THE TOWN CLERK

Susan F. Brooks, Town Clerk  
Patricia Arseneault, Assistant Town Clerk  
Valerie Fox, Deputy Town Clerk

The Town Clerk's Office (TCO) carries a full portfolio of legal responsibilities. It is the portal for information about the operations of town government for both residents and local, state and federal officials. The Office serves as the "real time" historian of certain milestone private events (vital records) and municipal actions (Town Meeting appropriations, by-laws, land use decisions); it shares direction of the Town Archives with Library Director Barbara Myles; it is responsible for local management of public records; it administers elections, the annual census and street listing process, and the year-round Voter Registration function; it conducts the annual induction of new officers and is responsible for implementation of recent "ethics reform" measures in respect to the town's +/-800 public officials and public employees; it licenses dogs (638 this year!), manages the town's Do Not Solicit database, issues raffle permits and business certificates; and it administers the town's public cemeteries and assists Lincoln families in the purchase of cemetery lots and the burial of their dead.

That's the overview. The particulars of the year 2014 and our aspirations for the year ahead are as follows:

Having reassembled the town's **public records** upon our return to the renovated Town Offices, much of our effort in the year past and for the year ahead has and will focus on bringing order and making efficient use of the new Vault and the Transient Storage area. In the absence of Town Archivist, Marie Wasnock, out on an extended maternity leave following the premature arrival of daughter Mia, former federal court head librarian, Karen Moss, stepped up, serving as our Interim Archivist. Our thanks go out to Karen and our congratulations to Marie, who returned to work in October, and her family.

The **Town Archives**, a joint endeavor of the TCO and the Library Trustees, entered its sixth year of operation, insuring the permanent preservation and ready availability of historic public (as well as private) records. The **Town Archives Advisory Council (TAAC)**, composed of designees of twelve local historic preservation entities, continues to meet twice yearly to offer advice and support to one another. The Town Archives collaborated with the Lincoln Historical Society on two public events this year: the first a February workshop on Digital Archiving and the second a celebration of the War Memorial Book, culminating with a November presentation at Drumlin Farm (see the Town Archives report).

Two thousand and fourteen was a slightly tamer election year than the one before – only three elections, the results of which are reported elsewhere in



these pages. None of them could happen without the help of our increasingly well-educated, dedicated, and invaluable (literally; they're all volunteers!) workforce. And well-educated they need to be, as modern day **election administration** continues to be a complex and rapidly evolving enterprise. The Massachusetts legislature, with the enactment of Chapter 111 of the Acts of 2014, has now offered its own take on various "election reforms," including the introduction of "pre-registration" for 16 and 17 year-olds; a provision for so called early voting (barely distinguishable from current Absentee Voting practice in this and many other Town Clerk offices); and the promise of random post-election audits (essentially a re-count) of 3% of the Commonwealth's 2175 voting precincts..

The transition of the state's **Vital Records** program to an electronic format (see report which follows) continues to pre-occupy us with the extensive training required to master the complex, many-partnered new program.

In service to its public information role, the TCO performs various **public education** efforts each year. Standouts of this year's projects include:

- Production of a Welcome Packet for newcomers, a comprehensive guide to local resources available gratis to first-time Lincoln voters at the TCO;
- The opportunity to work with Boy Scout Troop 127, (1) with a presentation at the Masonic Lodge to the full troop on the operation of local government, and (2) by facilitating a Meeting House Cemetery monument conservation project led by Eagle Scout candidate Jake Fox;
- Supervising the summer internship of an outstanding LS graduate, Julia Palmerino, as she considers a career in government; and
- The graduation of the first class of the Eighth Grade Warrant Article Group (reported in the 2013 Annual Report) and the first semester of the WAG Class of 2015.

The office's work with the **Cemetery Commission** (reported elsewhere) and the **Department of Public Works**, in attending to the town's four public cemeteries and the families who have need of them continues to be deeply satisfying. Highlights of the year include winning the support of the Historic District Commission and the Community Preservation Committee for repair of the Arbor Vitae cemetery wall; obtaining, contracting and overseeing the repair work; exploring and beginning to implement more climate conscious landscaping practices; and looking ahead to various road repair, maintenance area update, and lot expansion projects at the Lexington Road Cemetery.

And lastly, a heartfelt thank you to the many and steadfast colleagues, paid and not, who provide essential support, and with keen and abiding appreciation to Assistant Town Clerk, Pat Arseneault, and Deputy Town Clerk, Valerie Fox, for the grace and commitment with which they continue to endue the Office.

We look forward to the challenges and opportunities of the year ahead. Please let us hear from you.

Respectfully submitted,

Susan F. Brooks  
Town Clerk

## VITAL STATISTICS

The Massachusetts Registry of Vital Records and Statistics is the state agency responsible for managing a comprehensive state-wide system of birth, death and marriage records, all of which are locally created. In 2011, the Registry introduced the first phase of the Vital Information Partnership (VIP), a new, cloud based application which, when fully implemented, will significantly enhance creation, registration, retention, and retrieval efficiencies in the vital records system. Implementation of the birth record component of the new, entirely electronic system began in 2011. In the fall of 2014, the even more elaborate system for the creation and management of death records was implemented, or as we like to say, the death module went live.

As recommended by the Massachusetts Registry of Vital Records and Statistics, Lincoln birth, death and marriage records for 2014 will remain nameless. Information that is public record may be obtained in the Town Clerk's Office.

- The Town's birth rate continues to trend significantly upward, with forty-seven babies born to Hanscom parents and another thirty-seven to Lincoln parents, for a total of 84 newborns in the year 2014. Boy babies outnumbered girl babies, 46 to 38.
- Twenty-nine couples, from places as far away as San Francisco, obtained marriage licenses from Lincoln this year. Twenty-four of the women took their spouse's last name. Thirteen of those couples were united in matrimony by the "dreaded" [by Town Clerks] one-day solemnizers.
- And of the thirty-six Lincoln residents lost to death this year, the eldest was a gentleman of ninety-six years. Five of this year's decedents were veterans, four from World War II and one from the Korean War.



## ELECTIONS

### STATE PRIMARY

September 9, 2014

Pursuant to a Warrant duly served, the Polls were declared open at 7:00 a.m. by Town Clerk, Susan F. Brooks, assisted by Chief Deputy Warden, Valerie Fox, and Elections Clerk, Pat Arseneault. The following Deputy Wardens assisted throughout the day: Ruth Rothstein, Lyn Spaeth, Alaric Naiman, Agnes Wiggin, Al Schmertzler and Judy Fox. The polls were declared closed at 8:00 p.m. The total number of votes cast was 1146 out of 4163 (of whom 388 are Inactive) registered voters. Results were as follows:

STATE PRIMARY			
September 9, 2014			
Republican			
OFFICIAL TALLY			
Offices & Candidates	Precinct #1	Precinct #2	TOTAL
<b>SENATOR IN CONGRESS</b>			
Blanks	16	9	25
Brian J. Herr	74	48	122
Write In	0	0	0
<b>GOVERNOR</b>			
Blanks	2	0	2
Charles D. Baker	77	47	124
Mark R. Fisher	11	10	21
Write In	0	0	0
<b>LIEUTENANT GOVERNOR</b>			
Blanks	14	5	19
Karyn E. Polito	76	52	128
Write In	0	0	0
<b>ATTORNEY GENERAL</b>			
Blanks	17	5	22
John B. Miller	73	52	125
Write In	0	0	0

<b>SECRETARY OF STATE</b>			
Blanks	18	6	24
David D'Arcangelo	72	51	123
Write In	0	0	0
<b>TREASURER</b>			
Blanks	17	7	24
Michael James Heffernan	73	50	123
Write In	0	0	0
<b>AUDITOR</b>			
Blanks	19	6	25
Patricia S. Saint Aubin	71	51	122
Write In	0	0	0
<b>REPRESENTATIVE IN CONGRESS</b>			
Blanks	79	50	129
Write in	11	7	18
<b>COUNCILLOR</b>			
Blanks	79	52	131
Write In	11	5	16
<b>SENATOR IN GENERAL COURT</b>			
Blanks	21	9	30
Sandi Martinex	69	48	117
Write In	0	0	0
<b>REPRESENTATIVE IN GENERAL COURT</b>			
Blanks	80	53	133
Write In	10	4	14
<b>DISTRICT ATTORNEY</b>			
Blanks	81	54	135
Write In	9	3	12
<b>REGISTER OF PROBATE</b>			
Blanks	24	9	33
John W. Lambert, Sr.	66	48	114
Write In	0	0	0
<b>TOTAL REP BALLOTS CAST</b>	<b>90</b>	<b>57</b>	<b>147</b>

**STATE PRIMARY**

September 9, 2014

**Democratic****OFFICIAL TALLY**

<b>Offices &amp; Candidates</b>	<b>Precinct #1</b>	<b>Precinct #2</b>	<b>TOTAL</b>
<b>SENATOR IN CONGRESS</b>			
Blanks	87	51	138
Edward J. Markey	570	281	851
Write In	8	2	10
<b>GOVERNOR</b>			
Blanks	7	1	8
Donald M. Berwick	286	113	399
Martha Coakley	215	124	339
Steve Grossman	157	96	253
Write In	0	0	0
<b>LIEUTENANT GOVERNOR</b>			
Blanks	190	90	280
Leland Cheung	280	137	417
Stephen J. Kerrigan	107	71	178
Michael E. Lake	88	36	124
Write In	0	0	0
<b>ATTORNEY GENERAL</b>			
Blanks	30	10	40
Maura Healey	482	236	718
Warren Tolman	153	88	241
Write In	0	0	0
<b>SECRETARY OF STATE</b>			
Blanks	146	83	229
William Francis Galvin	518	251	769
Write In	1	0	1

<b>TREASURER</b>			
Blanks	52	22	74
Thomas P. Conroy	439	202	641
Barry R. Finegold	74	37	111
Deborah B. Goldberg	100	73	173
Write In	0	0	0
<b>AUDITOR</b>			
Blanks	222	105	327
Suzanne M. Bump	439	229	668
Write In	4	0	4
<b>REPRESENTATIVE IN CONGRESS</b>			
Blanks	80	32	112
Katherine M. Clark	486	236	722
Sheldon Schwartz	99	66	165
Write In	0	0	0
<b>COUNCILLOR</b>			
Blanks	209	106	315
Marilym M. Petitto Devaney	256	129	385
Charles N. Shapiro	200	99	299
Write In	0	0	0
<b>SENATOR IN GENERAL COURT</b>			
Blanks	184	86	270
Michael J. Barrett	479	248	727
Write In	2	0	2
<b>REPRESENTATIVE IN GENERAL COURT</b>			
Blanks	221	111	332
Thomas M. Stanley	439	223	662
Write In	5	0	5
<b>DISTRICT ATTORNEY</b>			
Blanks	140	62	202
Marian T. Ryan	404	185	589
Michael A. Sullivan	121	87	208
Write In	0	0	0



<b>REGISTER OF PROBATE</b>			
Blanks	255	125	380
Tara E. DeCristofaro	409	207	616
Write In	1	2	3
<b>TOTAL DEM BALLOTS CAST</b>	<b>665</b>	<b>334</b>	<b>999</b>

# STATE ELECTION

November 4, 2014

Pursuant to a warrant duly served, the polls were declared open at 7 a.m. by Town Clerk, Susan F. Brooks. Assisted by Deputy Town Clerk Valerie Fox and Elections Clerk Pat Arseneault. The following Deputy Wardens assisted Ms. Brooks throughout the day: Eric Harris, Agnes Wiggin, Judy Fox, Lindsay Clemens, Jeff Eaton, Al Schmertzler, Connie Lewis, and Ruth Rothstein. The polls were declared closed at 8:00 p.m. The total number of votes cast was 2789 out of 4398 (of whom 563 were Inactive) registered voters. Results were as follows:

STATE ELECTION			
November 4, 2014			
OFFICIAL TALLY			
Offices & Candidates	Pct 1	Pct 2	Total
Senator in Congress			
Edward J. Markey	1293	707	2000
Brian J. Herr	418	306	724
BLANK	37	25	62
WRITE-IN	3	0	3
Governor & Lt. Gov.			
Baker & Polito	610	439	1049
Coakley & Kerrigan	1063	559	1622
Falchuk & Jennings	47	28	75
Lively & Saunders	9	2	11
McCormack & Post	4	3	7
BLANK	16	5	21
WRITE-IN	2	2	4
Attorney General			
Maura Healey	1262	690	1952
John B. Miller	444	304	748
BLANK	45	42	87
WRITE-IN	0	2	2

Secretary of State			
William Francis Galvin	1245	685	1930
David D'Archangelo	347	253	600
Daniel L. Factor	92	43	135
BLANK	67	56	123
WRITE-IN	0	1	1
Treasurer			
Deborah B. Goldberg	1099	587	1686
Michael James Heffernan	470	339	809
Ian T. Jackson	72	45	117
BLANK	110	67	177
WRITE-IN	0	0	0
Auditor			
Suzanne M. Bump	1058	578	1636
Patricia S. Saint Aubin	453	327	780
MK Merelice	92	41	133
BLANK	148	91	239
WRITE-IN	0	1	1
Repr. In Congress			
Katherine M. Clark	1333	764	2097
BLANK	398	258	656
WRITE-IN	20	16	36
Councillor			
Marilyn M. Petito Devaney	1028	536	1564
Thomas Sheff	419	295	714
BLANK	302	205	507
WRITE-IN	2	2	4
Senator in Gen. Crt.			
Michael J. Barrett	1193	662	1855
Sandi Martinez	443	303	746
BLANK	115	72	187
WRITE-IN	0	1	1
Rep. Gen. Court			
Thomas M. Stanley	783	438	1221
Sharon K. Antia	774	484	1258
BLANK	192	114	306
WRITE-IN	2	2	4

District Attorney			
Marian T. Ryan	1238	713	1951
BLANK	493	316	809
WRITE-IN	20	9	29
Register of Probate			
Tara E. DeCristofaro	1082	579	1661
John W. Lambert	427	295	722
BLANK	242	163	405
WRITE-IN	0	1	1
Question 1: Repeal gas tax indexing			
Yes	606	398	1004
No	1070	608	1678
BLANK	75	32	107
Question 2: Update bottle bill			
Yes	1066	542	1608
No	650	477	1127
BLANK	35	19	54
Question 3: Prohibit casino gambling			
Yes	1203	637	1840
No	492	374	866
BLANK	56	27	83
Question 4: Earned sick time			
Yes	1181	625	1806
No	516	381	897
BLANK	54	32	86
Sub-totals			
	1751	1038	2789



**ANNUAL TOWN ELECTION**  
**March 31, 2014**  
**OFFICIAL RESULTS**

In accordance with Article 1 of the Warrant for the Annual Town Meeting, the polls were opened at 7:30 a.m. by Town Clerk, Susan F. Brooks, assisted by Deputy Warden, Valerie Fox, and Elections Clerk, Pat Arseneault. The following Deputy Wardens assisted Ms. Brooks throughout the day: Ruth Rothstein, Al Schmertzler, Agnes Wiggins and Judy Fox. The polls were declared closed at 8:00p.m. The total number of votes cast was 875 out of 4386 (of whom 390 were Inactive) registered voters. Results as indicated:

Offices and Candidates	Pct.#1	Pct.#2	TOTAL
<b>Board of Selectmen (3 yrs)</b>			
Blanks	7	9	16
Peter Braun	320	167	487
Vincent F. Cannistraro	242	130	372
All Others	0	0	0
<b>Board of Assessors (3 yrs)</b>			
Blanks	140	81	221
Ellen B. Meadors	428	225	653
All Others	1	0	1
<b>Board of Health (3 yrs)</b>			
Blanks	145	90	235
Frederick L. Mansfield	423	216	639
All Others	1	0	1
<b>Board of Health (2 yrs)</b>			
Blanks	162	105	267
Steven R. Kanner	406	201	607
All Others	1	0	1
<b>Cemetery Commissioner (3 yrs)</b>			
Blanks	144	89	233
Manley B. Boyce	424	217	641
All Others	1	0	1
<b>Commissioner of Trust Funds (3 yrs)</b>			
Blanks	167	109	276
Derek Paul Fitzgerald	400	197	597
All Others	2	0	2
<b>Trustee DeCordova Museum (4 yrs.)</b>			
Blanks	161	97	258
Jonathan Rapaport	406	209	615
All Others	2	0	2
<b>Housing Commission (3 yrs)</b>			

	Blanks	522	280	802
	WriteIn Peter Georgiou	38	22	60
	All Others	9	4	13
	<b>Lincoln Sudbury Reg. H.S. (vote for 2 for 3 yrs.)</b>			
	Blanks	423	233	656
	Elena Kleifges	159	77	236
	Patricia Mostue	515	281	796
	Sofya L. Gruman-Reznik	41	21	62
	All Others	0	0	0
	<b>Parks &amp; Recreation Committee (3 yrs)</b>			
	Blanks	529	289	818
	WriteIn Margit Griffith	27	15	42
	All Others	13	2	15
	<b>Planning Board (2 for 3 yrs)</b>			
	Blanks	491	270	761
	Richard L. Rundell	336	171	507
	Lynn DeLisi	310	169	479
	All Others	1	2	3
	<b>School Committee (2 for 3 yrs)</b>			
	Blanks	394	225	619
	Jennifer LR Glass	395	200	595
	Jena Salon	347	187	534
	All Others	2	0	2

<b>Trustees of Bemis (3 yrs)</b>			
Blanks	176	117	293
<b>Melinda Abraham</b>	392	189	581
All Others	1	0	1
<b>Trustees of Bemis (2 yrs)</b>			
Blanks	173	105	278
<b>Stephen D. Atlas</b>	394	201	595
All Others	2	0	2
<b>Town Moderator</b>			
Blanks	134	72	206
<b>Sarah Cannon Holden</b>	430	234	664
All Others	5	0	5
<b>Water Commissioner</b>			
Blanks	156	88	244
<b>Ruth Ann Hendrickson</b>	411	218	629
All Others	2	0	2
<b>Q#1 - One day alcoholic beverages</b>			
Blanks	37	26	63
YES	484	245	729
NO	48	35	83
<b>Q#2 - Wine &amp; beer on premises</b>			
Blanks	33	25	58
YES	485	246	731
NO	51	35	86
<b>TOTAL VOTES CAST</b>			<b>875</b>

**ANNUAL TOWN MEETING**  
**Saturday, March 29, 2014**

*Pursuant to a Warrant duly served, the Meeting was called to order in the Donaldson Auditorium by the Moderator, Ms. Sarah Cannon Holden, at 9:40 a.m. The Return of Service for the Warrant was read, and a quorum being present (395 voters throughout the day), the following business was transacted.*

The Moderator recognized Selectmen Braun who called attention to ARTICLE 1 of the Warrant (Election of Officers and two ballot questions), which will be acted upon on Monday, March 31, 2014, at the Smith School Gym, with the polls open from 7:30 a.m. until 8:00 p.m.

*Thereafter, the Moderator welcomed newcomers to Town Meeting, reviewed the general procedures to be followed, commended the Town's volunteer board members and professional staff (particularly the Department of Public Works for its efforts during the long, hard winter), and remembered the lives and contributions of townspeople who passed away in 2013.*

ARTICLE 2      Proposed by the Selectmen  
Voted:            (Unanimously)

That Dan Boynton be elected Fence Viewer, and that Dan Boynton be elected Measurer of Wood and Bark, for the ensuing year.

After a quick review of Town Meeting protocol, the Moderator introduced the Consent Calendar. Pursuant to Article II, Section 13 of the General Bylaws, a Motion was made and seconded to adopt the motions listed under the Articles on the Consent Calendar, those being Articles 3, 4, 5, 6, 7, 13, 14, 15, 18, 19, and 21. The motion, excluding Article 6, was carried unanimously.

ARTICLE 3      Proposed by the Selectmen  
Voted:            (Unanimously, on the Consent Calendar)

That the reports of the Town Officers, Committees, Commissioners and Trustees, as printed in the annual Town Report, be accepted.

ARTICLE 4      Proposed by the Selectmen  
Voted:            (Unanimously, on the Consent Calendar)

That the Town set the salaries of the elected officials of the Town at the following amounts for the fiscal year beginning July 1, 2014:

Board of Selectmen Chair	\$200
Board of Selectmen (Other members, each)	\$100
Town Clerk	\$84,399



Assessors (Chair)	\$200
Assessors (Other members, each)	\$175
Water Commissioners (Each)	\$ 75

**ARTICLE 5 Proposed by the Assessors**

**Voted:** (Unanimously, on the Consent Calendar)

That the Town accept Chapter 73, Section 4 of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988, for the purpose of increasing the real estate tax exemptions by 100 percent to all persons who qualify for property tax exemptions under Clauses 17, 17C, 17C1/2, 17D, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B and 41C under Chapter 59, Section 5 of the Massachusetts General Laws.

**ARTICLE 6 Proposed by the Selectmen**

**Voted:** (By majority voice vote)

That the Town raise and appropriate the sum of \$30,000 by taxation to fund the Town's Senior Tax Work-off Program, as established pursuant to Massachusetts General Laws, Chapter 59, Section 5K.

**ARTICLE 7 Proposed by the Selectmen**

**Voted:** (Unanimously, on the Consent Calendar)

That the Town raise and appropriate the sum of \$5,000 by taxation to fund the Town's Veteran's Tax Work-off Abatement Program, as established pursuant to Massachusetts General Laws, Chapter 59, Section 5N.

**ARTICLE 8 Proposed by the Finance Committee**

**Voted:** (Unanimously)

That the Town adopt as the FY15 budget appropriation the recommendations listed in the report of the Finance Committee (with the exception of Line Items 1211 and 1424, subsequently approved unanimously), printed on pages 49-54 inclusive, of the Financial Section and Warrant for the 2014 Annual Town Meeting, [summarized in the chart below] and that all items be raised by taxation except to the following extent:

<b>APPROPRIATION SUMMARY - FY 15</b>			
GENERAL GOVERNMENT			2,732,657
PUBLIC SAFETY			3,573,553
EDUCATION			14,256,380
PUBLIC WORKS & FACILITIES			1,612,606

HUMAN SERVICES	208,952
CULTURE & RECREATION	1,511,178
DEBT SERVICE	1,615,113
UNCLASSIFIED	6,032,991
WATER DEPARTMENT	1,073,766
<b>TOTAL - ARTICLE 8</b>	<b>32,617,196</b>

- Dept. 1491      **Cemetery Department-Expenses-** \$5,000 to be taken from Cemetery Perpetual Care Trust Fund Income-Expendable Trust.
- Dept. 1171      **Conservation Commission- Personnel Services-** \$10,000 to be taken from the Wetlands Protection Fees-Receipts Reserved for Appropriation.
- Dept. 1290      **Town Offices- Personnel Services-** \$71,000 to be taken from the Hanscom Fund.
- Dept. 1290      **Town Offices- Personnel Services-** \$60,000 to be taken from Water revenue.
- Dept.176-17753      **Debt Service- Principal & Interest-** \$17,317 to be taken from various Premium on the Sale of Bonds accounts.
- Dept. 61451      **Water Department**  
                          •**Personnel Services-** \$443,716 to be taken from Water revenue  
                          •**Expenses-** \$398,050 to be taken from Water revenue  
                          •**Debt Service-** \$182,000 to be taken from Water revenue
- Dept. 614513      **Water Department- Emergency Reserve-** \$50,000 to be taken from Water Enterprise Retained Earnings (Water Surplus).

ARTICLE 9 Proposed by the Capital Planning Committee  
 Voted: (Unanimously, with the exception of items B, L, and M, all of which were subsequently approved by majority vote except item B which carried unanimously)

That the Town accept the report of the Capital Planning Committee and that the following amounts (items A - M) be appropriated as stated in the table below for the following purposes:

FY15 CAPITAL PROJECTS				
	ITEM	\$ AMT	SPONSOR	FUNDING SOURCE
A	To fund the purchase of a used Sander Truck, and any related equipment for the Highway Department, including all costs incidental and related thereto, and to authorize disposal of, by sale or otherwise, any related excess equipment.	\$80,000	Selectmen	Raise and appropriate by taxation
B	To fund the purchase of a Brine Package for snow and ice control, for the Highway Department, including all costs incidental and related thereto.	\$30,000	Selectmen	Raise and appropriate by taxation
C	To fund the purchase of a trackless mower head for the Highway Department, including all costs incidental and related thereto, and to authorize disposal of, by sale or otherwise, any related excess equipment.	\$10,000	Selectmen	Raise and appropriate by taxation
D	To fund the installation of the Town Offices Wifi controller and 12 access points, including all costs incidental and related thereto.	\$19,000	Selectmen	Raise and appropriate by taxation
E	To fund the purchase of services and hardware for the virtualization software upgrade, including all costs incidental and related thereto.	\$41,500	Selectmen	Raise and appropriate by taxation
F	To fund the purchase of a replacement telephone system for the Library, and any related equipment, including all costs incidental and related thereto, and to authorize the disposal of, by sale or otherwise, any related excess equipment.	\$24,000	Library Trustees	Raise and appropriate by taxation
G	To fund the purchase of a pickup truck, to be shared by the Parks and Recreation Department and the Highway Department, and any related equipment, including all costs incidental and related thereto, and to authorize the disposal of, by sale or	\$36,000	Selectmen	Raise and appropriate by taxation

	otherwise, any related excess vehicles or equipment.			
H	To fund the purchase of two replacement cruisers for the Police Department, and any related equipment, including all costs incidental and related thereto, and to authorize the disposal of, by sale or otherwise, any related excess vehicles or equipment.	\$86,690	Selectmen	Raise and appropriate by taxation
I	To fund the purchase of a replacement Fingerprint/Palmprint Scanner, for the Police Department, and any related equipment, including all costs incidental and related thereto, and to authorize the disposal of, by sale or otherwise, any related excess equipment.	\$16,373	Selectmen	Raise and appropriate by taxation
J	To fund the purchase of a replacement main switchgear and subpanels for Brooks School including all costs incidental and related thereto, and to authorize the disposal of, by sale or otherwise, any related excess equipment.	\$50,000	School Committee	Raise and appropriate by taxation
K	To fund the purchase of replacement voting booths, including all costs incidental and related thereto, and to authorize the disposal of, by sale or otherwise, any related excess equipment.	\$11,945	Selectmen	Raise and appropriate by taxation
L	To fund the usage study of the Public Safety Building, including all costs incidental and related thereto.	\$15,000	Selectmen	Raise and appropriate by taxation
M	To fund planning and architectural services to develop options for meeting the facilities needs of the Council on Aging and the Parks & Recreation Department, said options to include the construction of a new Community Center, including all costs incidental and related thereto.	\$75,000	Selectmen	Raise and appropriate by taxation



ARTICLE 10     Proposed by Citizens Petition

Note: This Article was the product of a six-month special project on participatory democracy conducted by the Town Moderator and the Town Clerk.

Voted:             (Unanimously)

That the Town support the proposal of the Grade Eight Warrant Article Group to replace or install a certain number of bicycle racks at the Lincoln Schools, in order to encourage more bike riding among Town residents, and to transfer from Free Cash \$800.00 for such purpose, including all costs incidental and related thereto.

ARTICLE 11     Proposed by the School Committee

Voted:             (Carries, **as amended on the floor**, by required 2/3 voice vote as declared by the Moderator)

That the Town appropriate the sum of \$250,000 from the Town's Debt Stabilization Fund, established pursuant to the March 26, 2011 Town Meeting, Article 19, in accordance with Massachusetts General Laws, Chapter 40, Section 5B, for the purpose of conducting architectural/engineering studies and designs, **working in close consultation with a new School Building Advisory Committee appointed by the School Committee and the Town Moderator**, to address facilities issues at the Lincoln School, including all costs incidental and related thereto.

*At approximately 1:15 pm, the Moderator recessed the Meeting for lunch for one hour. The Meeting reconvened at 2:20, and following a short video chronicling the renovation of Town Offices and an acknowledgement of State Senator Mike Barrett, the business of the Meeting was resumed as follows:*

ARTICLE 12     Proposed by the Community Preservation Committee

Voted:             (Unanimously, with the exclusion of items J, K and L, which were subsequently adopted by unanimous vote, with the exception of Item L, which carried by majority voice vote)

That the Town receive and act upon a report from the Community Preservation Committee and that the following amounts (items A - R) be appropriated or reserved from Fiscal Year 2015 Community Preservation Fund Revenues, or transferred from prior year's revenues for Community Preservation purposes as specified:

CPA Article	Project	Total Appropriation	Source of Appropriation
A	To fund, for historic preservation purposes, the restoration of the Arborvitae Cemetery stone wall section along Old Lexington Rd.	\$50,000	\$50,000 from general CPA fund balance
B	To fund, for historic preservation purposes, the FY15 debt service payment on the town offices renovation project.	\$327,825	\$327,825 from FY15 CPA projected revenues
C	To fund, for historic preservation purposes, the reconstruction of the Library Preston Building roof.	\$20,000	\$20,000 from general CPA fund balance
D	To fund, for historic preservation purposes, the preservation of Town Archives items and documents.	\$26,667	\$12,882 from general CPA fund balance and \$13,785 from CPA historic reserves
E	To fund, for community housing purposes, the rehabilitation of Town-owned affordable housing at 75 Tower Road.	\$150,000	\$150,000 from CPA housing reserves
F	To fund, for historic preservation purposes, a structural study of the Codman Community Farm Hay Barn.	\$5,000	\$5,000 from general CPA fund balance
G	To fund, for historic preservation purposes, the installation of a new electrical service at the Codman Community Farm Main Barn.	\$15,000	\$15,000 from general CPA fund balance
H	To fund, for historic preservation purposes, a professional survey or analysis of the current condition of the Flint Homestead and barn.	\$8,000	\$8,000 from general CPA fund balance
I	To fund, for recreation purposes, the replacement of the Smith School Playground.	\$50,000	\$50,000 from general CPA fund balance
J	To fund, for recreation purposes, the construction of a wetland trail and observation platform.	\$137,355	\$137,355 from general CPA fund balance
K	To fund, for historic preservation purposes, a design study of the Bemis	\$30,000	\$30,000 from general CPA fund balance

	Hall basement.		
L	To fund Area Studies of historic modern homes located in the Old Concord Road and Stonehedge Road neighborhoods to memorialize the historical significance of the development of these areas and relation to Lincoln's historical development.	\$6,000	\$6,000 from FY15 projected revenues
M	To fund CPC administrative expenses.	\$3,000	\$3,000 from FY15 projected revenues
N	To fund FY15 debt service payments due on permanent borrowing for previously voted CPA projects.	\$107,713	\$107,713 from FY15 CPA projected revenues
	<b>Project Appropriation Subtotal</b>	<b>\$936,560</b>	
O	Housing Reserve	\$66,438	from additional FY14 state revenue and FY15 CPA projected revenues
P	Open Space/Land Acquisition Reserve	\$77,813	from additional FY14 state revenue and FY15 CPA projected revenues
Q	Historic Preservation Reserve	\$0.00	
R	Recreation Reserve	\$0.00	
	<b>Reserves Subtotal</b>	<b>\$144,251</b>	
	<b>Grand Total of all CPA Appropriations:</b>	<b>\$1,080,811</b>	

Article 12

Explanations

This article proposes projects recommended by the Community Preservation Committee under Lincoln’s Community Preservation Act (CPA) passed at the March, 2002 Annual Town Meeting and the November, 2002 Election. The descriptions of the proposed projects/actions are contained below:

- A.

Arborvitae Cemetery stone wall repair

-The third oldest of the Town’s four cemeteries, the Arborvitae cemetery is located at the entrance to the Town’s Historic District at the junction of Trapelo, Old Lexington and Lexington Roads. The stone wall section on Old Lexington Road is in need of repair.



- B. **Debt Service on Town Offices Renovation** -The 2011 Town Meeting approved project costs of \$6.8 million to renovate the Town Office Building. Of that total, \$1,000,000 was appropriated from CPA funds to reduce the Town borrowing. The annual debt service on the bond is \$327,825. It is recommended that CPA funds be used for this historic purpose in FY 2015.
- C. **Town Library Preston Roof** -Water leakage and damage at the roof valley between the DeNormandie Room and Tarbell Room require replacement of copper valley and gutters, and the installation of a snow rail and snow guards to prevent future water damage.
- D. **Town Archives** -Preservation and digitization of Town Archive documents including the Book of Records 1746-1810, Treasurer's Accounts 1806-1859, and the Codman Book Account, and funds to complete a survey of the paper and photographic collections to prioritize preservation needs.
- E. **Affordable Housing -75 Tower Road**-Rehabilitation of this Town-owned single-family residence and the addition of an accessory apartment to be added to the Town's Subsidized Housing Inventory.
- F. **Codman Community Farm Barn-structural survey** - An engineering structural survey is necessary to confirm the "Hay Barn's" structural integrity and to determine repair needs.
- G. **Codman Community Farm Barn-new electrical service** -removal of existing electrical service and installation of a new electrical service at the Codman Community "Main" Barn. This new service would double the existing capacity of the amp service and provide for a more modern and safe electrical environment.
- H. **Flint Homestead Survey** - to conduct a professional survey or analysis of the current condition of the Flint Homestead and barn. The Town of Lincoln holds a Preservation Restriction Agreement on the property which was established in 2004 by a vote of the town.
- I. **Smith School Playground** -Replacement of the existing structure that was installed in 1994 and is at the end of its useful life.
- J. **Wetland Trail and Observation Platform** - construction of a fully handicapped-accessible walking trail, including boardwalk and observation platform, in the wetland areas next to the Lincoln School, to be used as an outdoor learning space for Lincoln students and the Lincoln Town community.



- K. **Bemis Hall Basement** -A design study of the Bemis Hall basement for the purpose of exploring options to create more usable confidential office space, social space and volunteer space.
- L. **FoMA Area Studies**—These funds will be used to conduct Area studies for the Old Concord Road and Stonehedge Road neighborhoods, expanding the current inventory to include “architectural, structural and landscape features”, to record the historical significance of the development of the two areas and their relation to Lincoln’s historical development.
- M. **Administrative Expenses** -These funds will be used primarily to pay the \$2,500 annual membership dues in the Community Preservation Coalition, a statewide organization that represents the interests of CPA communities. The balance will be available for costs associated with public information, mailings, and public hearings. Any funds not spent prior to the end of FY15 will be returned to the CPA Fund.
- N. **FY15 Debt Service payments** -Debt payment costs associated with the sixth year of permanent financing for previously voted CPA projects pursuant to Article 8 of the April 2, 2005 Town Meeting including the Harrington Row Land Acquisition, Affordable Housing – Sunnyside Lane construction and rehabilitation, and the Library Gund Roof replacement.
- O. **Housing Reserve** - The CPA requires that a minimum of 10% of annual revenues be spent or set aside for affordable housing.
- P. **Open Space/Land Acquisition Reserve** - The CPA requires that a minimum of 10% of annual revenues be spent or set aside for open space/land conservation.
- Q. **Historic Preservation Reserve** - The CPA requires that a minimum of 10% of annual revenues be spent or set aside for historic preservation.
- R. **Recreation Reserve** – The CPA permits, but does not require, the town to spend or set aside funds for recreational purposes. No funds are reserved for recreational purposes at this time.

ARTICLE 13      Proposed by the School Committee  
Voted:            (Unanimously, on the Consent Calendar)

That the Town raise and appropriate the sum of \$75,000 by taxation to be used for the repair and maintenance of certain Lincoln School Campus classrooms and buildings, including all costs incidental and related thereto.

ARTICLE 14     Proposed by the Selectmen  
Voted:            (Unanimously, on the Consent Calendar)  
                    That the Town raise and appropriate the sum of \$87,900 by  
                    taxation to be used for the repair and maintenance of certain Town  
                    buildings, including all costs incidental and related thereto.

ARTICLE 15     Proposed by the Library Trustees  
Voted:            (Unanimously, on the Consent Calendar)  
                    That the Town raise and appropriate the sum of \$33,500 by  
                    taxation to be used for the repair and maintenance of the Lincoln Library,  
                    including all costs incidental and related thereto.

ARTICLE 16     Proposed by the Finance Committee  
Voted:            (By the required 2/3 voice vote as declared by the Moderator)  
                    That the Town raise and appropriate the sum of \$517,000 by  
                    taxation to add funds to the Debt Stabilization Fund, so called, previously  
                    established pursuant to the March 26, 2011 Town Meeting, Article 19, in  
                    accordance with Massachusetts General Laws, Chapter 40, Section 5B,  
                    for the purpose of funding future capital expenditures and debt service  
                    payments; and to transfer to the Debt Stabilization Fund the sum of  
                    money appropriated under Article 8 for the Lincoln-Sudbury Regional  
                    High School that exceeds the final Lincoln assessment for FY 2015 that  
                    is voted by the Lincoln-Sudbury Regional High School committee for FY  
                    2015 in accordance with law.

ARTICLE 17     Proposed by the Finance Committee  
Voted:            (Unanimously)  
                    That the Town raise and appropriate the sum of \$450,000 by  
                    taxation to add funds to the Group Insurance Liability Fund established  
                    by Chapter 474 of the Acts of 2008, which Fund will help offset the  
                    Town's so-called "other post-employment benefits" liability established by  
                    the Statements 43 and 45 of the Governmental Accounting Standards  
                    Board.

ARTICLE 18      Proposed by the Selectmen  
Voted:            (Unanimously, on the Consent Calendar)  
                    That the Town accept and expend such sum or sums of money that may be available under the provisions of Massachusetts General Laws, Chapter 90, Section 34, Clause 2(a) or other state roadway reimbursement programs and to authorize the Board of Selectmen to enter into a contract with the Massachusetts Department of Transportation Highway Division and to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow in anticipation of 100% reimbursement of said amounts.

ARTICLE 19      Proposed by the School Committee  
Voted:            (Unanimously, on the Consent Calendar)  
                    That the Town transfer from free cash the sum of \$33,000, said sum being equal to the state reimbursement amounts for Special Education Medicaid expenses, to supplement the FY15 Lincoln School operating budget.

ARTICLE 20      Proposed by the Selectmen  
Voted:            (Unanimously)  
                    That the Town act on a recommendation from the Board of Selectmen and Finance Committee and present the annual Bright Light Award to Pam Gallup and to transfer from free cash the sum of \$500 to support this award.

ARTICLE 21      Proposed by the Selectmen  
Voted:            (Unanimously, on the Consent Calendar)  
                    That the Town reauthorize revolving accounts previously established by vote of the Town under Massachusetts General Laws, Chapter 44, Section 53E ½, for the following purposes: school bus fees, preschool tuitions, ambulance services, fire alarm maintenance fees, firearms licenses fees, housing rental income, recycling program, Codman Farmhouse lease fees and parks and recreation fees; said fees of the revolving accounts to be expended by the authorized entity without further appropriation.



FUND	REVENUE SOURCE	AUTHORITY TO SPEND FUNDS	USE OF FUNDS	SPENDING LIMIT
Student Transportation	Bus Fees	School Committee	To defray expenses related to student transportation.	\$80,000
Preschool Program	User Fees	School Committee	To defray expenses related to Preschool Program services.	\$135,000
Fire Alarm	Alarm Fees	Lincoln Fire Department	To defray expenses related to fire alarm services.	\$25,000
Affordable Housing	Rental Income	Housing Commission	To defray expenses related to the maintenance and rehabilitation of town-owned affordable homes, and administrative costs of membership, or trainings for housing commission members, staff and related boards.	\$100,000
Firearms Licenses	Firearm Fees	Lincoln Police Department	To defray expenses related to the administration of the firearms licensing program.	\$8,500
Ambulance	Service charges	Lincoln Fire Department	To defray expenses related to ambulance service operations and to build the balance in the fund to offset the purchase of a future ambulance.	\$100,000
Parks & Recreation	Parks & Rec Fees	Parks & Recreation Committee	To defray expenses related to Town activities organized or sponsored by the Parks & Recreation Committee.	\$30,000
Transfer Station/Recycling	Recycling Program receipts	Highway Department	To defray expenses related to transfer station operations.	\$5,000
Codman Farmhouse	Lease Fees	Board of Selectmen	To defray expenses related to the care and maintenance of the Codman Farmhouse.	\$25,000

**ARTICLE 22** Proposed by the Water Commissioners

Voted: (By majority voice vote)

That the Town transfer from Water Enterprise Retained Earnings the sum of \$110,000 to retain necessary maintenance and engineering services involving the Flint's Pond spillway, including all costs incidental and related thereto.

**ARTICLE 23** Proposed by the Water Commissioners

Voted: (Carried by the required 2/3 vote as declared by the Moderator)

That the Town transfer from Water Enterprise Retained Earnings the sum of \$75,000 for the acquisition of a parcel of land within the Flint's Pond watershed for water supply protection purposes, shown on Assessors Map 28, Block 2, Lot 0, including all costs incidental and related thereto, such funds to be used in conjunction with Conservation Trust Fund money, and to authorize the Conservation Commission to acquire said land by purchase, gift or otherwise; to authorize the Conservation Commission to grant to a non-profit organization created pursuant to G.L. c.180 a permanent deed restriction in said property



meeting the requirements of G.L. c.184, §31-33; and further, to authorize the Conservation Commission and Board of Selectmen to execute instruments and take such additional actions as may be necessary to effectuate the vote taken, including all costs incidental and related thereto.

ARTICLE 24 Proposed by the Water Commissioners

Voted: (Unanimously)

That the Town transfer the sum of \$30,000 from Water Enterprise Retained Earnings for necessary treatment plant maintenance consisting of painting the exterior of the building, replacing plant piping and cleaning the clearwell, including all costs incidental and related thereto.

ARTICLE 25 Proposed by the Conservation Commission

Voted: (Unanimously)

That the Town raise and appropriate the sum of \$7,330 by taxation, to fund the purchase of a tractor-mounted winch and associated chains and tools for the Conservation Department's utility tractor, including all costs incidental and related thereto.

ARTICLE 26 Proposed by the Lincoln Sudbury Regional School Committee  
To see what sum the Town will vote to raise and appropriate, or appropriate from available funds, to be expended under the direction of the District's School Committee for the purpose of purchasing technology infrastructure equipment, installing, constructing, reconstructing, or making extraordinary repairs to the facility for the purposes of installation and all expenses therewith including professional and engineering, the preparation of plans, specification and bidding documents, supervision of work and borrowing costs; and to determine whether said sum shall be raised by borrowing or otherwise; or take any other action relative thereto.

Voted: (Unanimously)

That the Town pass over this article.

ARTICLE 27 Proposed by the Finance Committee

Voted: (Unanimously)

That the Town transfer from free cash the sum of \$ 3,101,919.00 to reduce the total amount to be raised by taxation pursuant to the votes previously taken under Article 8 of this Warrant, or any other article of this Warrant authorizing the appropriation of funds.

ARTICLE 28 Proposed by the Minuteman Regional School Committee

To see if the Town will vote, consistent with Section VII of the existing "Agreement With Respect to the Establishment of a Technical and Vocational Regional School District" for the Minuteman Regional Vocational School District,

to accept the amendments to said Agreement which have been initiated and approved by a majority of the Regional School Committee and which have been submitted to the Board of Selectmen of each member town prior to its vote on this article; or take any other action relative thereto.

Voted: (by majority voice vote, after considerable discussion)  
That the Town pass over this article.

ARTICLE 29 Proposed by the Housing Commission

Voted: (Unanimously)  
That the Town authorize the Board of Selectmen to execute and deliver an affordable housing restriction to the Town of Lincoln Affordable Housing Trust affecting the properties located at 65 Tower Road and 75 Tower Road, upon such terms and conditions as the Board of Selectmen and the Town of Lincoln Housing Commission shall determine to be appropriate.

ARTICLE 30 Proposed by the Leaf Blower Committee

Voted: (Carried by majority vote)  
That the Town hear a report from the Leaf Blower Study Group, as authorized under Article 41 at Town Meeting 2013, on its findings and recommendations from its study of noise and air pollution relating to the increasing use of leaf blowers for public and private property maintenance, its research of alternatives, and its study of the cost impacts to both the public and private sectors, and to vote to approve said report, or take any other action relative thereto; and

Voted: (Carried by majority)  
to have the Board of Selectmen (or another organization designated by the Selectmen) continue the appointment of that Group for an additional year so that it may present updated findings and recommendations at Town Meeting 2015.

ARTICLE 31 Proposed by the Planning Board

To see if the Town will vote to amend the Zoning By-law, Section 23, to clarify the definition of a half story; or take any other action relative thereto.

Voted: (Unanimously)  
That the Town pass over this article.

ARTICLE 32      Proposed by the Planning Board  
Voted:            (Unanimously, as **amended on the floor** after extensive discussion, and pursuant to the recommendation of the Planning Board, following a Public Hearing on March 18, 2014)  
That the Town amend the Zoning Bylaw Sections 7,8,9, and 10, as follows:

Note: Proposed deletions to the by-law language are shown in ~~strikethrough text~~ and additions shown in ***bolded italic text***.

7.3.1 Height - ~~The height of any s~~ Structures shall not exceed 36 feet ***in height and or 2-1/2 stories, whichever is less.***

8.3.1 The development regulations for the R-1 Single Residence District shall apply to any development in the R-3 or R-4 Districts unless an owner or owners of land (or their agent) in an R-3 or an R-4 district submits a site plan meeting the requirements of Section 17 below to the Planning Board for its approval. After notice and public hearing, the Planning Board may approve such site plan, in accordance with Section 8.3.2, in which case the area of lots, the street frontage, and yard sizes and the widths of lot at building shall be as shown on the site plan as approved; provided, however, that ~~structures the height of buildings~~ shall not exceed 36 feet ***in height and or 2-1/2 stories, whichever is less.***

9.3.1 Height - ~~The height of any s~~ Structures shall not exceed ~~25~~36 feet ***in height and or 2-1/2 stories, whichever is less.***

10.4.1 Height - ~~The height of any s~~ Structures shall not exceed ~~25~~36 feet ***in height and or or two 2-1/2 stories, whichever is less.***

ARTICLE 33      Proposed by the Planning Board  
To see if the Town will vote to amend the Zoning By-law, Section 13, to authorize the Planning Board to assist the Building Commissioner in identification of rear lot line(s) on irregularly shaped lots; or take any other action relative thereto.  
Voted:            (After discussion, Unanimously)  
To pass over this article.

ARTICLE 34      Proposed by the Planning Board  
Motion: That the Town amend the Zoning Bylaw Section 5, as follows:  
Note: Proposed deletions to the bylaw language are shown in ~~strikethrough text~~ and additions shown in ***bolded italic text***.

## SECTION 5 ~~NEW CONSTRUCTION AND NEW USES~~ ***APPLICABILITY***



*To the extent not inconsistent with the laws of the Commonwealth of Massachusetts,* ~~No new~~ **no** structures shall be erected, constructed, established, altered, repaired, enlarged or moved, and no land shall be put to new use or shall be occupied except in conformity with the requirements, character and conditions laid down for each of the several districts established by this By-law. Any use not specifically listed herein or otherwise permitted in a district shall, to the extent permitted by law, be prohibited, provided that:

5.1 The use of land or the expansion, reconstruction or construction of structures for the primary purpose of commercial and non-commercial agriculture, horticulture, floriculture, aquaculture, silviculture, or viticulture on parcels of five acres or more shall not be prohibited in any district. Land divided by a public or private way or a waterway is construed as one parcel.

~~5.2 Nothing in this By-law shall be construed to regulate or restrict the interior area of a single-family residential building.~~

~~5.3 Nothing in this By-law shall be construed to prohibit, regulate or restrict the use of land or structures for religious purposes or for educational purposes on land owned or leased by the Commonwealth or any of its agencies, subdivisions or bodies politic or by a religious sect or denomination, or by a non-profit educational corporation.~~

5.4 Notwithstanding the foregoing, land or structures described in **paragraphs 5.1, 5.2 and 5.3** of this section shall conform to all regulations concerning the bulk and height of structures, yard sizes, lot area, setbacks, frontage, open space, width of lot through the building, signage, parking and building coverage of the district in which the land lies, provided however, that in the case of land or structures referred to in **paragraph 5.3**, such development regulations may be determined by the Planning Board to be inapplicable in whole or in part pursuant to **Section 19.1(e)** below

6.1 Uses Permitted:

(a) one building containing one dwelling unit used as a single family residence;

(b) rooming or boarding house for not over three lodgers;

(c) museums and libraries owned and operated by the Town or by a public charitable organization with respect to which the Town elects or appoints members of the governing board, and parks, playgrounds, conservation area, water supply areas and land



owned and operated for the public enjoyment or service by a public or semi-public agency;

(d) preservation of a lot in its natural conditions; fields, pastures and wood lots; orchards, nurseries, truck gardens and farms, but not including piggeries or farms operated in substantial part for disposal of garbage, sewage, offal or renderings; greenhouses for private uses; keeping of pets and farm animals for residents' use; sale or the offering for sale of farm produce by an owner or resident tenant of the land in the Town providing that a substantial portion of such produce is raised within the Town;

(e) accessory uses on the same lot, if entirely auxiliary to uses as permitted in **6.1(a) through 6.1(d)**;

(f) professional office, studio, laboratory, and workshop accommodating occupations customarily conducted in Lincoln in a residence or building accessory thereto by a person residing on the premises, provided that:

- i. such use is clearly incidental and secondary to the use of the premises for residential purposes;
- ii. not more than one person other than residents of the premises is engaged in the conduct of the home occupation, whether as an employee or otherwise;
- iii. no offensive noise, vibration, smoke, dust, odors, heat, glare or unsightliness is produced;
- iv. there is no public display of goods or wares and there are no signs except as permitted in **Section 16**;
- v. there is no exterior storage of material or equipment (including the parking of more than one commercial vehicle) and no other exterior indication of such use or variation from the residential character of the premises;
- vi. there are adequate off-street parking spaces for employees and for visitors in connection with the home occupation which does not substantially alter the appearance of the premises as a single family residence.
- vii. such use does not require the parking of more than four vehicles used by persons engaged in the occupation, clients, customers or patients on a regular basis;

viii. traffic generated by such use is not inconsistent with traffic usually associated with a single family residence.

~~(g) religious or educational uses governed by **M.G.L. c. 40A, s. 3** (see Section 19.1.e)~~

~~(h) other uses that cannot be prohibited under **M.G.L. c.40A, s.3.**~~

9.1 Uses Permitted: provided that no building permit for the uses listed below **(a - h)** shall be issued unless a site plan has been submitted and approved in accordance with the provisions of **Section 17 below**:

(a) store for retail sale of merchandise where all display and sales are conducted within a building, except as hereinafter provided in **subparagraph (h)** below, and where no significant manufacturing, assembly or packaging occur on the premises;

(b) barber shop, beauty shop, laundry and dry cleaning pick up agency, shoe repair, and other similar retail service establishment;

(c) business or professional office, or bank;

(d) rail or bus station or terminal;

(e) Post Office;

(f) uses accessory to the foregoing;

(g) retail establishments may, subject to such conditions as the Planning Board may impose, conduct outdoor sales periodically pursuant to a plan, including a site plan, submitted to and approved by the Planning Board showing the area in which the sale is to take place, the proposed dates and hours of operation, and any other pertinent facts.

~~(h) Religious or educational uses governed by **G.L. c. 40A, s. 3.** (subject to **Section 19.1.e**)~~

#### 19.1 Building Permits.

(a) No application to the Building Inspector for a building permit shall be approved unless the plans, specifications and intended use set forth in said application conform in all respects with this By-law, or unless the applicant has secured a written permit from the Board of Appeals, pursuant to **Section 20** below.

(b) Any application for a building permit for a new or altered use of land or structure or for the construction, reconstruction, alteration or relocation of a building shall be accompanied by plans and specifications with a specific reference to the subject lot as recorded in the Registry of Deeds and showing the actual shape and dimensions of the lot to be built upon or to be assigned to the proposed use, the names of all present owners of record, the exact location of all buildings or structures already on the lot, all abutting streets, the lines within which all buildings or structures are to be erected, and such other information as may be necessary to provide for the administration of this By-law.

(c) Two copies of the plan of the lot shall be filed and one copy referred by the Building Inspector to the Planning Board.

(d) A record of all such applications, plans, building permits and certificates of occupancy shall be kept on file by the Building Inspector, together with a record of non-conforming uses and buildings or structures.

(e) In conjunction with any application for a building permit involving land or structures ~~devoted to religious or educational uses governed by G.L. c. 40A, s. 3, for which one or more~~ **exemptions from development regulations may be available under the laws of the Commonwealth of Massachusetts**, the applicant may also submit a written request for **such** exemptions from any one or more, or all, of the development regulations relating to the bulk and height of structures, yard sizes, lot area, setbacks, frontage, open space, width of lot, signage, parking and building coverage for the district in which the applicant's land lies. Such request shall be accompanied by appropriate information in the form of a site plan pursuant to **Section 17.1 – 17.6** ~~for any of the above listed development regulations~~, and other information that may include financial information concerning costs, which demonstrates that the regulations(s) from which an exemption is requested would be unreasonable as applied to such land or structures. Upon receipt of such an exemption request, the following procedure shall apply:

(1) The Building Inspector shall promptly transmit a copy of the building permit application, together with the site plan and all additional information submitted by the applicant, to the Planning Board for its review.



(2) The Planning Board shall consider at a public hearing whether the applicant has adequately demonstrated that compliance with the development regulations from which exemption is sought would substantially diminish or detract from the usefulness of the proposed structure, or impair the character of the applicant's setting or campus, without appreciably advancing the purposes of this By-law. ~~and if~~ **If** the Planning Board determines that such an effect has been so demonstrated, the Planning Board shall determine the extent to which one or more of such development regulations shall ~~be deemed~~ not to apply to the proposed project. The Planning Board shall report its determination in writing to the Building Inspector within thirty (30) days of the close of the public hearing.

(3) To the extent that the Planning Board's written determination concludes that one or more development regulations shall not apply to the proposed project, the Building Inspector shall include such approval of exemption in any issuance of a building permit.

Voted: (Motion fails to achieve required 2/3 vote as declared by the Moderator.)

ARTICLE 35 Proposed by the Planning Board

Voted: (As recommended by the Planning Board, following its Public Hearing of March 18, 2014, as **amended on the floor**, and by the required 2/3 vote as Declared by the Moderator)

That the Town amend the Zoning Bylaw Section 13 by adding a new Paragraph 13.7, as follows:

Note: Proposed deletions to the by-law language are shown in ~~strike through text~~ and additions shown in ***bolded italic text***.

***13.7 Site Plan Review Specifically described uses that generate 50 or more trips per day according to the ITE Trip Generation Manual shall, upon application for a building permit, be subject to Site Plan Review by the Planning Board in accordance with Section 17.7 in the R1 district and Sections 17.1-17.6 in all other districts.***

ARTICLE 36 Proposed by the Planning Board

Voted: (As recommended by the Planning Board following its Public Hearing of March 18, 2014, and by the required 2/3 vote as Declared by the Moderator)

That the Town amend the Zoning Bylaw Paragraph 6.0.2, as follows:



Note: Proposed deletions to the by-law language are shown in ~~striketrough text~~ and additions shown in ***bolded italic text***.

6.0.2 No site alteration or development work on a lot including, but not limited to: removal of vegetation, excavation, stockpiling of fill, or grading, shall occur prior to Planning Board approval of a site plan in accordance with Section 17.7 of this By-law in preparation for, or anticipation of, construction, ~~of any proposed~~ alteration, extension, reconstruction, or renovation of ~~an existing~~ ***a*** structure above grade when (a) the proposed calculated gross floor area for the structures on the lot exceeds 4,000 square feet or 8% of the lot area, whichever is greater; or (b) the proposed calculated gross floor area of the structures on the lot equals or exceeds 6,500 square feet.

ARTICLE 37 Proposed by the Planning Board

Voted: (As recommended by the Planning Board following its Public Hearing of March 18, 2014, unanimously)

That the Town amend the Zoning Bylaw Section 12, as follows:

Note: Proposed deletions to the by-law language are shown in ~~striketrough text~~ and additions shown in ***bolded italic text***.

~~12.3 — FP FLOOD PLAIN DISTRICT.~~ The Floodplain District is herein established as an overlay district. The District includes all special flood hazard areas within the Town of Lincoln designated as Zone A and AE, on the Middlesex County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the 2010 Middlesex County FIRM that are wholly or partially within the Town of Lincoln are panel numbers 25017C0379E, 25017C0383E, 25017C0384E, 25017C0386E, 25017C0387E, 25017C0388E, 25017C0389E, 25017C0391E, 25017C0392E and 25017C0393E. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the 2010 Middlesex County Flood Insurance Study (FIS) report. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board and Building Inspector. The FIRM is hereby incorporated as part of the Zoning Map of the Town of Lincoln.

The following Development Regulations apply in the FP Flood Plain District:

12.3.1 Within Zone AE, all new construction and substantial improvements (the cost of which equals or exceeds 50 percent of the market value of the structure) of residential and non-residential structures shall have the lowest floor, including basement, elevated to or

above the base flood elevation (100-year flood elevation designated on the FIRM).

~~12.3.2 Within Zone A, where the base flood elevation is not provided on the FIRM, the Building Inspector shall obtain and review any already existing base flood elevation data. If the data are reasonable, they shall be used to require compliance with **Section 12.3.1** above.~~

~~12.3.3 Located within the FP Flood Plain District are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of flood waters which carry debris, potential projectiles, and erosion potential, the following provisions shall apply:~~

~~(a) there shall be no encroachments, including fill, new construction, substantial improvements, or other development unless certification by a registered professional engineer is provided demonstrating that encroachments shall not result in any increase in flood levels during the occurrence of the 100-year flood;~~

~~(b) if **Section 12.3.3(a)** above is satisfied, all new construction and substantial improvements shall comply with all provisions of **Section 12.3.**~~

~~12.3.4 Floodway Data. In Zones A and AE, along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.~~

~~12.3.5 Base Flood Elevation Data. Base flood elevation data is required for subdivision proposals or other developments greater than 5 acres within unnumbered A zones.~~

~~12.3.6 Notification of Watercourse Alteration. In a riverine situation, the Conservation Director shall notify adjacent communities, the NFIP State Coordinator at Massachusetts Department of Conservation, the NFIP Program Specialist at the Federal Emergency Management Agency, Region I, and other governmental authorities as may from time to time have jurisdiction, of any alteration or relocation of a watercourse.~~

**12.3 FP-FLOOD PLAIN DISTRICT.** *The Floodplain District is herein established as an overlay district. The District includes all special flood hazard areas within the Town of Lincoln designated as Zone A*

**and AE, on the Middlesex County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the 2010 Middlesex County FIRM that are wholly or partially within the Town of Lincoln are panel numbers 25017C0379F, 25017C0383F, 25017C0386F, 25017C0387F, 25017C0388F, 25017C0389F dated July 7, 2014; and 25017C0384E, 25017C0391E, 25017C0392E and 25017C0393E dated June 4, 2010. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the July 7, 2014 Middlesex County Flood Insurance Study (FIS) report. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board and Building Inspector. The FIRM is hereby incorporated as part of the Zoning Map of the Town of Lincoln.**

**The following Development Regulations apply in the FP-Flood Plain District:**

**12.3.1 Within Zone AE, all new construction and substantial improvements (the cost of which equals or exceeds 50 percent of the market value of the structure) of residential and non-residential structures shall have the lowest floor, including basement, elevated to or above the base flood elevation (100-year flood elevation designated on the FIRM).**

**12.3.2 Within Zone A, where the base flood elevation is not provided on the FIRM, the Building Inspector shall obtain and review any already existing base flood elevation data. If the data are reasonable, they shall be used to require compliance with Section 12.3.1 above.**

**12.3.3 Located within the FP-Flood Plain District are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of flood waters which carry debris, potential projectiles, and erosion potential, the following provisions shall apply:**

**(a) there shall be no encroachments, including fill, new construction, substantial improvements, or other development unless certification by a registered professional engineer is provided demonstrating that encroachments shall not result in any increase in flood levels during the occurrence of the 100-year flood;**



*(b) if Section 12.3.3(a) above is satisfied, all new construction and substantial improvements shall comply with all provisions of Section 12.3.*

**12.3.4 Floodway Data.** *In Zones A and AE, along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.*

**12.3.5 Base Flood Elevation Data.** *Base flood elevation data is required for subdivision proposals or other developments greater than 5 acres within unnumbered A zones.*

**12.3.6 Notification of Watercourse Alteration -** *In a riverine situation, the Conservation Director shall notify adjacent communities, the NFIP State Coordinator at Massachusetts Department of Conservation, the NFIP Program Specialist at the Federal Emergency Management Agency, Region I, and other governmental authorities as may from time to time have jurisdiction, of any alteration or relocation of a watercourse.*



ARTICLE 38      Proposed by the Planning Board  
Voted:            (Motion, **as amended on the floor**, failed.)  
                     That the Town amend the Zoning Bylaw Section 15, as follows:

Note: Proposed deletions to the by-law language are shown in ~~strikethrough text~~ and additions shown in ***bolded italic text***.

***15.3.2.2 Parking spaces, maneuvering aisles, and interior driveways constructed after May 1, 2014, are subject to the following minimum setbacks:***

- (1) 5 feet from walls of buildings;***
- (2) For residential uses within residential districts: 10 feet from a lot line;***
- (3) For non-residential uses, other than farming, within residential districts: 25 feet from a private way or vehicular access easement; 50 feet from a lot line or public way;***

15.4 Exceptions. The ~~Board of Appeals~~ ***Board of Appeals or the Planning Board*** may grant special permits pursuant to ~~Section 20 of the By-law~~ and pursuant to the provisions of this paragraph making exceptions to the provisions of this Section either upon appeal or upon written request of the owner of a parcel of land in any case, where, after a public hearing thereon, it shall find that literal enforcement would cause a substantial hardship, or that literal compliance is impractical because of the size, width, shape or grade of the lot, or the use to which it is to be put, or because a lesser area would, except in unusual circumstances, accommodate the motor vehicles of all persons at any time using the building, or less stringent requirements would carry out the other purposes of this Section, or because of factors peculiar to the lot or building involved not generally affecting the zoning district in which it is located.

ARTICLE 39 Proposed by the Planning Board

To see if the Town will vote to amend the Zoning By-law, Section 15, to modify the threshold for design standards; or take any other action relative thereto.

Voted: (Carried by majority voice vote)  
That the Town pass over this article.

The Moderator offers a "civic benediction" for the day's activity and the many voices and many generations who shared in its making. A motion to dissolve the 2014 Annual Town Meeting carries by acclamation at 7:04 pm.

Respectfully submitted,

Susan F. Brooks  
Town Clerk

FINANCE  
FINANCE DIRECTOR/TOWN ACCOUNTANT  
Colleen Wilkins

Town of Lincoln, Massachusetts  
Combined Balance Sheet - All Fund Types and Account Groups  
June 30, 2014

	<u>Governmental Fund Types</u>			<u>Proprietary Fund Type</u>	<u>Fiduciary Fund Type</u>	<u>Fiduciary Self Insured Trust Fund</u>	<u>General Long Term Debt Group</u>	<u>General Fixed Asset Account Group</u>	<u>Totals (Memo Only)</u>
<u>Assets</u>	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Enterprise</u>	<u>Trust &amp; Agency</u>				
Cash/Investments	10,618,724	10,777,799	692,302	1,218,880	5,813,669				29,121,374
Petty Cash	900	\$945							\$1,845
Receivables:									\$0
Property Taxes	521,347	5,652							\$526,999
Allowance for Abatements and Exemption	(346,640)								(\$346,640)
Excises	136,965								\$136,965
Tax Liens	205	(415)							(\$210)
Tax Possession	31,150								\$31,150
Subdivision Bond -40 Deerhaven	25,000								\$25,000
User Charges, Net of Allowance for Uncollectible				66,256					\$66,256
Due from Other Governments		1,562,780							\$1,562,780
Fixed Assets, Net of Depreciation			0	11,789,424				57,061,628	\$68,851,052
Land				750,000					\$750,000
Accum Depr Plant				(4,020,246)					(\$4,020,246)
Machinery & Equip				(184,165)					(\$184,165)
Accum Depr Machinery & Equip									\$0
Amount to be Provided for Payment of Bonds							11,450,000		\$11,450,000
<b>Total Assets</b>	<b>\$10,987,652</b>	<b>\$12,346,761</b>	<b>\$692,302</b>	<b>\$9,620,149</b>	<b>\$5,813,669</b>	<b>\$0</b>	<b>\$11,450,000</b>	<b>\$57,061,628</b>	<b>107,972,160</b>

<u>Liabilities and Fund Equity</u>									
Liabilities:									
Warrants Payable	688,731	\$231,570	\$119,061	\$30,326	\$5,951				1,073,639
Accrued Payroll	\$714,567	605,409		16,801	992				1,337,769
Withholding Payable	119,448								119,448
Unclaimed Items	20,910	73							20,983
Due to Proprietary Funds	393								393
Due to Other Governments	(42)								(42)
Bonds Payable				2,105,000			11,450,000		13,555,000
BANS			\$0						-
Guarantee Deposits	25,000				0				25,000
Other Liabilities (IBNR)					0				-
Deferred Revenue:		0		66,256					66,256
Def Rev Intergovernmental		1,562,780							1,562,780
Property Taxes	100,503	5,652							106,155
Property Tax Accruals									-
Excises	136,965								136,965
Tax Possessions	31,150								31,150
Tax Liens	205	(415)							(210)
<b>Total Liabilities</b>									
	1,835,831	2,405,069	119,061	2,218,383	6,944	0	11,450,000	0	18,035,287
Fund Equity:									
Invested in Capital Assets, Net				6,230,015				\$7,061,628	63,291,643
Retained Earnings:									0
Reserved for Encumbrances									0
Unreserved Retained Earnings				875,341					875,341
Fund Balances:									0
Reserved for Endowments					0				0
Reserved for Encumbrances	924,848	584,323		52,223	1,669				1,563,063
Reserved for Expenditure	3,134,919	712,469	60,800	244,187					4,152,375
Reserved for Snow & Ice									0
Reserved for CPA purposes		383,770							383,770
Reserved for Debt Service	28,673								28,673
Unreserved Fund Balance:									0
Designated		0	2,512		0				2,512
Undesignated	5,063,380	8,261,131	509,928		5,805,056				19,639,496
<b>Total Fund Equity</b>									
	9,151,821	9,941,692	573,240	7,401,766	5,806,725	0	0	\$7,061,628	89,936,873
<b>Total Liabilities and Fund Equity</b>									
	\$10,987,652	\$12,346,761	\$692,302	\$9,620,149	\$5,813,669	\$0	\$11,450,000	\$57,061,628	\$107,972,160



# COLLECTOR'S REPORT

## Krystal Elder, Collector

Description	Balance 6/30/2013	Commitments / New Charges	Abatements / Credits	Payments Received	Refunds	Balance 6/30/2014
<b>REAL ESTATE TAXES</b>						
Tax Title Accounts	597.35	46,512.52		45,889.57		1,220.30
Taxes In Deferral	268,462.51	58,504.23		42,252.45		284,714.29
2012 Real Estate	46,212.93		19,049.24	27,163.69		(0.00)
2013 Real Estate	215,375.35		27,885.67	156,414.81	7,209.56	38,284.43
2014 Real Estate	-	25,086,533.52	110,338.44	24,830,889.92	43,200.32	188,505.48
Real Estate Possession	31,150.00					31,150.00
<b>TOTAL REAL ESTATE</b>	<b>\$ 561,798.14</b>	<b>\$ 25,191,550.27</b>	<b>\$ 167,273.35</b>	<b>\$ 25,102,610.44</b>	<b>\$ 50,409.88</b>	<b>\$ 543,874.60</b>
<b>PERSONAL PROPERTY TAXES</b>						
2000 Personal Property	866.20					866.20
2001 Personal Property	1,047.69					1,047.69
2002 Personal Property	1,103.59					1,103.59
2003 Personal Property	372.58					372.58
2004 Personal Property	2,010.04					2,010.04
2005 Personal Property	1,618.64					1,618.64
2006 Personal Property	(0.00)					(0.00)
2007 Personal Property	398.81					398.81
2008 Personal Property	179.75					179.75
2009 Personal Property	41.84					41.84
2010 Personal Property	(12.90)		(12.90)			0.00
2011 Personal Property	2.65					2.65
2012 Personal Property	659.41		12.90			646.51
2013 Personal Property	(8,358.26)			1,309.57	10,616.51	948.68
2014 Personal Property	-	603,342.55	343.75	602,736.45	343.75	606.10
<b>TOTAL PERSONAL PROPERTY</b>	<b>\$ (69.96)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,309.57</b>	<b>\$ 10,616.51</b>	<b>\$ 9,236.98</b>
<b>OTOR VEHICLE AND TRAILER EXCISE</b>						
2000 Excise	7,875.12					7,875.12
2001 Excise	8,200.32					8,200.32
2002 Excise	6,564.18					6,564.18
2003 Excise	5,913.88					5,913.88
2004 Excise	6,134.07					6,134.07
2005 Excise	3,875.23					3,875.23
2006 Excise	4,319.07		179.06			4,140.01
2007 Excise	5,668.25					5,668.25
2008 Excise	4,253.86	-		90.83		4,163.03
2009 Excise	4,283.15	-	85.83	103.75	91.66	4,185.23
2010 Excise	4,717.40	-	320.83	276.52	332.56	4,452.61
2011 Excise	6,013.85	-	450.32	400.21	198.42	5,361.74
2012 Excise	15,696.97	-	4,197.87	4,479.81	1,068.56	8,087.85
2013 Excise	67,045.02	94,262.64	29,741.64	130,204.04	12,113.38	13,475.36
2014 Excise	-	894,484.20	27,948.91	824,572.87	4,821.23	46,783.65
<b>TOTAL EXCISE</b>	<b>\$ 150,560.37</b>	<b>\$ 94,262.64</b>	<b>\$ 34,975.56</b>	<b>\$ 135,555.16</b>	<b>\$ 13,804.58</b>	<b>\$ 88,096.88</b>
<b>WATER USAGE CHARGES</b>						
Total Water Commitments	90,204.69	1,082,877.27	58,994.95	1,056,226.23	5,330.22	63,191.00
Water Liens Added to Tax	-	25,434.75		24,924.67		510.08
Water Liens Added to Tax Title	-					-
<b>TOTAL WATER</b>	<b>\$ 90,204.69</b>	<b>\$ 1,108,312.02</b>	<b>\$ 58,994.95</b>	<b>\$ 1,081,150.90</b>	<b>\$ 5,330.22</b>	<b>\$ 63,701.08</b>
<b>COMMUNITY PRESERVATION ACT</b>						
2012 CPA	1,199.19		405.56	793.63		(0.00)
2013 CPA	5,876.01		631.63	4,151.55	212.76	1,305.59
2014 CPA	-	664,082.18	1,677.45	658,648.11	590.26	4,346.88
Tax Title CPA	0.00	950.70		1,366.00		(415.30)
<b>TOTAL CPA</b>	<b>\$ 7,075.20</b>	<b>\$ 665,032.88</b>	<b>\$ 2,714.64</b>	<b>\$ 664,959.29</b>	<b>\$ 803.02</b>	<b>\$ 5,237.17</b>
<b>GRAND TOTALS:</b>	<b>\$ 809,568.44</b>	<b>\$ 27,059,157.81</b>	<b>\$ 253,958.49</b>	<b>\$ 26,985,585.36</b>	<b>\$ 80,964.21</b>	<b>\$ 710,146.61</b>
<b>MISC. OTHER COLLECTIONS</b>				<b>Receipts</b>		
Interest on R.E. Taxes				\$ 53,004.01		
Interest on P.P. Taxes				218.26		
Interest on Tax Title/Deferred Accts				7,937.51		
Interest on Mot. Veh. Excise				4,046.97		
Interest on CPA Surcharge				1,390.26		
Late Charge on Water				3,081.04		
Interest on Water				4,033.11		
Demand & Warrant Fees				9,062.00		
License Marking Fees				1,480.00		
Municipal Lien Cert. Fees				3,700.00		
<b>TOTAL</b>				<b>\$ 87,953.16</b>		

**FINANCE**  
**TREASURER'S REPORT**  
**KRYSTAL ELDER, TOWN TREASURER**  
**CASH BALANCES AS OF JUNE 30, 2014**

<b>General Town Funds</b>	<b>Cash on Deposit</b>
<u>Citizen's Bank</u>	
Depository Account	3,316,552.10
Vendor Account	800.26
Payroll Account	1,164.24
Hanscom Account	659,962.98
Justice Drug Fund	1,361.36
State Drug Fund	1,792.83
Recreation Revolving Account	40,427.78
Student Activity Agency Funds	67,753.41
Escrow Account	95,505.64
Community Preservation Act Fund	1,103,573.56
Self-insurance Fund	0.60
Cultural Council	7,537.70
<u>Century Bank</u>	
Certificate of Deposit	528,774.52
invoice Cloud	1,517,785.73
<u>UniBank</u>	
Remote Capture	3,447,668.51
ACH Transfers	802,751.01
Stabilization	2,037,054.31
Certificate of Deposit	1,009,692.85
School Unipay	59,814.96
<u>Cambridge Trust Company</u>	
Depository Account	418,301.36
School Lunch Revolving Fund	71,808.64
Road Construction Account	222.81
Police Narcotics Fund	1,292.60
<u>Commonwealth Financial</u>	
OPEB Funds	3,221,399.78
Library Funds	572.11
<u>Rollstone Bank</u>	
Repurchase Agreement	22,469.43
<u>Mass. Municipal Depository Trust</u> (pooled investment)	
General Town Account	172,166.69
Community Preservation Act Fund	754,720.37
Affordable Housing	867,337.16
<u>Belmont Savings Bank</u>	
Depository Account	4,250,680.19
Hanscom Account	3,019,905.28
<u>Petty Cash</u> (located in various offices)	1,845.00
<b>General Town Funds - Total</b>	<b>\$27,602,695.77</b>
<b>Trust Funds</b>	<b>Market Value</b>
<u>Commonwealth Financial Network</u>	
Various investments	
Cash/Cash Equivalents	7,040.75
Equities	1,084,115.54
Fixed Income	540,685.19
<b>Trust Funds - Totals</b>	<b>\$1,611,841.48</b>
<b>TOTAL CASH BALANCE (06/30/14)</b>	<b>\$29,114,537.25</b>
<b>(General Town Funds Total + Trust Funds Total)</b>	

**STATEMENT OF OUTSTANDING DEBT  
AS OF JUNE 30, 2014**

General Obligation Bond (3.249494%) - For Remodeling of Bemis Hall & purchase of a Fire Truck  
Issued August 15, 2004 under Ch. 645 of the Acts of 1948 as amended and voted at annual town meeting on March 23, 2002 for the remodeling of Bemis Hall and March 27, 2004 for the purchase of a fire truck; and Ch. 44, Sec. 7 of the Mass. General Laws

**OUTSTANDING PRINCIPAL                      \$80,000.00**

**REMAINING REPAYMENT SCHEDULE**

DUE DATE	PRINCIPAL DUE	INTEREST DUE
8/15/2014	80,000.00	1,600.00
<b>TOTAL</b>	<b>80,000.00</b>	<b>1,600.00</b>

General Obligation Bond (3.190372%) - For Affordable Housing  
Issued June 15, 2008 under Ch. 44 Section 7 (3 & 3A) and Ch. 44B Section 11 and as amended and voted at annual town meeting on April 2, 2005

**OUTSTANDING PRINCIPAL                      \$160,000.00**

**REMAINING REPAYMENT SCHEDULE**

DUE DATE	PRINCIPAL DUE	INTEREST DUE
12/15/2014		2,750.00
8/15/2015	40,000.00	2,750.00
12/15/2015		2,100.00
8/15/2016	40,000.00	2,100.00
12/15/2016		1,400.00
8/15/2017	40,000.00	1,400.00
12/15/2017		700.00
8/15/2018	40,000.00	700.00
<b>TOTAL</b>	<b>160,000.00</b>	<b>13,900.00</b>

General Obligation Bond (3.190372%) - For Land Acquisition  
Issued June 15, 2008 under Ch. 44 Section 7(3) and Ch. 44B Section 11 and voted at annual town meeting on April 2, 2005

**OUTSTANDING PRINCIPAL                      \$120,000.00**

**REMAINING REPAYMENT SCHEDULE**

DUE DATE	PRINCIPAL DUE	INTEREST DUE
12/15/2014		2,062.50
8/15/2015	30,000.00	2,062.50
12/15/2015		1,575.00
8/15/2016	30,000.00	1,575.00
12/15/2016		1,050.00
8/15/2017	30,000.00	1,050.00
12/15/2017		525.00
8/15/2018	30,000.00	525.00
<b>TOTAL</b>	<b>120,000.00</b>	<b>10,425.00</b>

General Obligation Bond (3.190372%) - For Library Roof Replacement  
Issued June 15, 2008 under Ch. 44 Section 7 (3A) and Ch. 44 B Section 11 and as amended and voted at annual town meeting on April 2, 2005

**OUTSTANDING PRINCIPAL                      \$90,000.00**

**REMAINING REPAYMENT SCHEDULE**

DUE DATE	PRINCIPAL DUE	INTEREST DUE
12/15/2014		1,543.75
8/15/2015	25,000.00	1,543.75
12/15/2015		1,137.50
8/15/2016	25,000.00	1,137.50
12/15/2016		700.00
8/15/2017	20,000.00	700.00
12/15/2017		350.00
8/15/2018	20,000.00	350.00
<b>TOTAL</b>	<b>90,000.00</b>	<b>7,462.50</b>



General Obligation Bond (3.190372%) - For purchase of a Firetruck  
 Issued June 15, 2008 under Ch. 44 Section 7(9) and as amended  
 and voted at annual town meeting on March 24, 2007

**OUTSTANDING PRINCIPAL** **\$180,000.00**

DUE DATE	REMAINING REPAYMENT SCHEDULE	PRINCIPAL DUE	INTEREST DUE
12/15/2014			3,093.75
6/15/2015		45,000.00	3,093.75
12/15/2015			2,382.50
6/15/2016		45,000.00	2,382.50
12/15/2016			1,575.00
6/15/2017		45,000.00	1,575.00
12/15/2017			787.50
6/15/2018		45,000.00	787.50
<b>TOTAL</b>		<b>180,000.00</b>	<b>15,637.50</b>

General Obligation Bond (3.190372%) - For purchase of a Firetruck  
 Issued June 15, 2008 under Ch. 44 Section 7(9) and as amended  
 and voted at annual town meeting on March 24, 2007

**OUTSTANDING PRINCIPAL** **\$80,000.00**

DUE DATE	REMAINING REPAYMENT SCHEDULE	PRINCIPAL DUE	INTEREST DUE
12/15/2014			1,375.00
6/15/2015		20,000.00	1,375.00
12/15/2015			1,050.00
6/15/2016		20,000.00	1,050.00
12/15/2016			700.00
6/15/2017		20,000.00	700.00
12/15/2017			350.00
6/15/2018		20,000.00	350.00
<b>TOTAL</b>		<b>80,000.00</b>	<b>8,950.00</b>

General Obligation Bond (2.206555%) - For purchase of an Ambulance  
 Issued May 1, 2010 under Ch. 44 Section 7(9) and as amended  
 and voted at annual town meeting on March 27, 2010 (Article 10) and  
 March 29, 2010 (Question 4).

**OUTSTANDING PRINCIPAL** **\$40,000.00**

DUE DATE	REMAINING REPAYMENT SCHEDULE	PRINCIPAL DUE	INTEREST DUE
11/1/2014			500.00
5/1/2015		40,000.00	500.00
<b>TOTAL</b>		<b>40,000.00</b>	<b>1,000.00</b>

General Obligation Bond (2.206555%) - For road improvements  
 Issued May 1, 2010 under Ch. 44 Section 7(5) and as amended  
 and voted at annual town meeting on March 29, 2008 and March 31, 2008  
 Article 21, Question 1

**OUTSTANDING PRINCIPAL** **\$3,120,000.00**

DUE DATE	REMAINING REPAYMENT SCHEDULE	PRINCIPAL DUE	INTEREST DUE
11/1/2014			45,312.50
5/1/2015		595,000.00	45,312.50
11/1/2015			37,875.00
5/1/2016		595,000.00	37,875.00
11/1/2016			28,950.00
5/1/2017		595,000.00	28,950.00
11/1/2017			20,025.00
5/1/2018		595,000.00	20,025.00
11/1/2018			11,100.00
5/1/2019		590,000.00	11,100.00
11/1/2019			2,250.00
5/1/2020		150,000.00	2,250.00
<b>TOTAL</b>		<b>3,120,000.00</b>	<b>291,025.00</b>

General Obligation Bond (2.0497%) - For Land Acquisition  
 Dated May 10, 2011 under GL Ch 44 Section 7(3) and a vote  
 of the Town passed on March 27, 2010 (Article 11) and March 29, 2010 (Question 1)

**OUTSTANDING PRINCIPAL** **\$550,000.00**

DUE DATE	REMAINING REPAYMENT SCHEDULE	PRINCIPAL DUE	INTEREST DUE
11/1/2014			8,437.50
5/1/2015		80,000.00	8,437.50
11/1/2015			7,237.50
5/1/2016		80,000.00	7,237.50
11/1/2016			8,037.50
5/1/2017		80,000.00	8,037.50
11/1/2017			4,837.50
5/1/2018		80,000.00	4,837.50
11/1/2018			3,837.50
5/1/2019		80,000.00	3,837.50
11/1/2019			2,437.50
5/1/2020		75,000.00	2,437.50
11/1/2020			1,218.75
5/1/2021		75,000.00	1,218.75
<b>TOTAL</b>		<b>550,000.00</b>	<b>87,887.50</b>



General Obligation Bond (1.710%)- For Computer Hardware and Software  
Dated May 10, 2011 under GL Ch 44 Section 7(28) and 7(29) and a vote  
of the Town passed on March 27, 2010 (Article 11) and March 29, 2010 (Question 1)

**OUTSTANDING PRINCIPAL** **\$365,000.00**

**REMAINING REPAYMENT SCHEDULE**

DUE DATE	PRINCIPAL DUE	INTEREST DUE
11/1/2014		5,537.50
5/1/2015	115,000.00	5,537.50
11/1/2015		3,812.50
5/1/2016	50,000.00	3,812.50
11/1/2016		3,082.50
5/1/2017	50,000.00	3,082.50
11/1/2017		2,312.50
5/1/2018	50,000.00	2,312.50
11/1/2018		1,562.50
5/1/2019	50,000.00	1,562.50
11/1/2019		812.50
5/1/2020	50,000.00	812.50
<b>TOTAL</b>	<b>385,000.00</b>	<b>34,200.00</b>

General Obligation Bond (3.886%)- For Town Hall Remodeling  
Dated May 10, 2011 under GL Ch 44 Section 7(3A) and a vote  
of the Town passed on March 28, 2011 (Article 9) and March 28, 2011 (Question 1)

**OUTSTANDING PRINCIPAL** **\$5,440,000.00**

**REMAINING REPAYMENT SCHEDULE**

DUE DATE	PRINCIPAL DUE	INTEREST DUE
11/1/2014		101,412.50
5/1/2015	125,000.00	101,412.50
11/1/2015		99,537.50
5/1/2016	130,000.00	99,537.50
11/1/2016		97,587.50
5/1/2017	210,000.00	97,587.50
11/1/2017		94,437.50
5/1/2018	210,000.00	94,437.50
11/1/2018		91,287.50
5/1/2019	210,000.00	91,287.50
11/1/2019		88,137.50
5/1/2020	210,000.00	88,137.50
11/1/2020		84,725.00
5/1/2021	210,000.00	84,725.00
11/1/2021		81,312.50
5/1/2022	210,000.00	81,312.50
11/1/2022		78,182.50
5/1/2023	210,000.00	78,182.50
11/1/2023		75,012.50
5/1/2024	210,000.00	75,012.50
11/1/2024		71,800.00
5/1/2025	210,000.00	71,800.00
11/1/2025		67,925.00
5/1/2026	210,000.00	67,925.00
11/1/2026		64,250.00
5/1/2027	210,000.00	64,250.00
11/1/2027		60,312.50
5/1/2028	210,000.00	60,312.50
11/1/2028		58,375.00
5/1/2029	205,000.00	58,375.00
11/1/2029		52,275.00
5/1/2030	205,000.00	52,275.00
11/1/2030		48,175.00
5/1/2031	205,000.00	48,175.00
11/1/2031		44,075.00
5/1/2032	205,000.00	44,075.00
11/1/2032		39,975.00
5/1/2033	205,000.00	39,975.00
11/1/2033		35,818.75
5/1/2034	205,000.00	35,818.75

General Obligation Bond (3.886%)- For Town Hall Remodeling  
Dated May 10, 2011 under GL Ch 44 Section 7(3A) and a vote  
of the Town passed on March 28, 2011 (Article 9) and March 28, 2011 (Question 1)

**REMAINING REPAYMENT SCHEDULE (continued)**

DUE DATE	PRINCIPAL DUE	INTEREST DUE
11/1/2034		31,262.50
5/1/2035	205,000.00	31,262.50
11/1/2035		26,908.25
5/1/2036	205,000.00	26,908.25
11/1/2036		22,421.88
5/1/2037	205,000.00	22,421.88
11/1/2037		17,937.50
5/1/2038	205,000.00	17,937.50
11/1/2038		13,453.13
5/1/2039	205,000.00	13,453.13
11/1/2039		8,968.75
5/1/2040	205,000.00	8,968.75
11/1/2040		4,484.38
5/1/2041	205,000.00	4,484.38
<b>TOTAL</b>	<b>5,440,000.00</b>	<b>3,115,258.28</b>

General Obligation Bond (2.00%)- Feasibility Study  
Dated May 8, 2014 under GL Ch 70B and a vote  
of the Town passed on March 27, 2010 (Article 13)

**OUTSTANDING PRINCIPAL** **\$233,000.00**

**REMAINING REPAYMENT SCHEDULE**

<b>DUE DATE</b>	<b>PRINCIPAL DUE</b>	<b>INTEREST DUE</b>
11/1/2014		2,239.39
5/1/2015	233,000.00	2,330.00
<b>TOTAL</b>	<b>233,000.00</b>	<b>4,569.39</b>

General Obligation Bond (2.000%)- Library Fire Suppression System (IE)  
Dated May 8, 2014 under GL Ch 44, Section 7(3A) and a vote  
of the Town passed on March 23, 2013 (Article 11)

**OUTSTANDING PRINCIPAL** **\$860,000.00**

**REMAINING REPAYMENT SCHEDULE**

<b>DUE DATE</b>	<b>PRINCIPAL DUE</b>	<b>INTEREST DUE</b>
11/1/2014		8,265.56
5/1/2015	175,000.00	8,600.00
11/1/2015		6,850.00
5/1/2016	175,000.00	6,850.00
11/1/2016		5,100.00
5/1/2017	170,000.00	5,100.00
11/1/2017		3,400.00
5/1/2018	170,000.00	3,400.00
11/1/2018		1,700.00
5/1/2019	170,000.00	1,700.00
<b>TOTAL</b>	<b>860,000.00</b>	<b>50,965.56</b>

## COMMISSIONER OF TRUST FUNDS

Krystal Elder, Treasurer  
Paul Fitzgerald  
Douglas Harding  
Donald Collins, Chair

Fiscal 2014 was another good year for the Town Of Lincoln Trust Funds. Returns for all asset classes were positive as the financial markets continued to recover from the impact of the Great Recession. The US economy continued to expand for the fifth consecutive year. Corporate profits rose at a healthy pace and most stock market indices set new all-time highs.

One unexpected development was the decline in US interest rates. At this point in a business cycle one would have expected that rates would be rising not falling so the substantial decline in rates was a surprise. While unexpected the decline in rates added to the return of the fixed income portfolio as bond prices appreciate when rates decline.

Returns on international developed markets were comparable to the good returns earned on US equities.

The investment committee is not anticipating any major changes in asset allocation as we believe the portfolio to be well diversified and appropriately positioned to achieve the Trust Fund's investment objectives. We would caution however that it is unlikely that investment returns in the year ahead will be as strong as the double digit returns of the past five years.

# TRUST FUND COMMISSIONER'S REPORT

	6/30/2013			6/30/2014	
	BALANCE	REVENUE	EXPENSES	BALANCE	PRINCIPAL*
<b>Library Funds</b>					
Katherine S. Bolt Fund	\$ 2.94	\$ 0.41		\$ 3.35	\$ -
John W. & Eleanor Tarbell Carman Fund	59,044.84	7,090.94	(1,764.28)	\$ 64,371.50	30,652.50
Codman Fund	1,532.90	192.55		\$ 1,725.45	1,000.00
Virginia S. Dillman Fund	8,282.14	1,040.43		\$ 9,322.57	5,000.00
Mary Jane & Murray P. Farnsworth Fund	1,383.09	173.74		\$ 1,556.83	1,000.00
Alice D. Hart & Olive B. Floyd Fund	1,496.67	188.01		\$ 1,684.68	1,000.00
Gleason Fund	37,084.09	4,222.12	(2,475.00)	\$ 38,831.21	30,000.00
Herschbach Fund	8,985.72	1,128.81		\$ 10,114.53	5,025.00
Lucretia J. Hoover Fund	3,582.03	292.63	(964.56)	\$ 2,910.10	2,206.26
Lincoln Library Fund	1,435.85	180.36		\$ 1,616.21	1,000.00
Dorothy Moore Fund	9,953.47	1,250.38		\$ 11,203.85	5,000.00
John H. Pierce Fund	1,169.74	277.72	(130.79)	\$ 1,316.67	1,000.00
George Russell Fund	1,673.38	210.18		\$ 1,883.56	1,000.00
Edith Winter Sperber Fund	0.01	-		\$ 0.01	-
Abbie J. Stearns Fund	3,645.82	382.50	(600.97)	\$ 3,427.35	1,500.00
Joseph & Henri-Ann Sussman Fund	13,934.51	1,750.47		\$ 15,684.98	9,400.00
George G. Tarbell Fund	7,897.41	992.12		\$ 8,889.53	4,000.00
George C. & Eleanor F. Tarbell Fund	16,128.48	2,026.11		\$ 18,154.59	11,875.62
West Abrashkin Fund	1,519.58	190.89		\$ 1,710.47	1,000.00
C. Edgar & Elizabeth S. Wheeler Fund	1,953.93	245.49		\$ 2,199.42	1,000.00
<b>Library Funds - TOTAL</b>	<b>\$ 180,706.60</b>	<b>\$ 21,835.86</b>	<b>\$ (5,935.60)</b>	<b>\$ 196,606.86</b>	<b>\$ 112,659.38</b>
<b>Miscellaneous Funds</b>					
Bemis Lecture Fund	\$ 35,092.20	\$ 4,839.40	\$ (3,068.75)	\$ 36,862.85	30,000.00
Betty Bjork Prof Dev Fund	25,448.11	5,001.62	(1,245.00)	\$ 29,204.73	21,305.00
Alfred Callahan Fund	4,066.68	493.25	(100.00)	\$ 4,459.93	3,015.93
Codman Scholarship Fund	210,739.83	52,011.50	(16,143.74)	\$ 246,607.59	202,500.00
DeCordova School Equipment Fund	40,295.46	13,520.29	(8,458.27)	\$ 45,357.48	38,444.03
Donald Gordon Recreation Fund	13,949.18	1,752.34		\$ 15,701.52	5,256.07
Joseph Brooks Grammar School Fund	1,969.77	247.42		\$ 2,217.19	1,217.27
Lawrence H. Green Fund	4,951.88	622.08		\$ 5,573.96	1,307.65
Norman Hapgood Fund	375.56	47.19		\$ 422.75	286.17
Christine Patterson Fund	14,883.80	1,869.73		\$ 16,753.53	11,425.05
John H. Pierce Legacy Fund	202,507.40	22,469.64	(15,556.31)	\$ 209,420.73	115,000.00
Jane Hamilton Poor Scholarship Fund	8,614.68	1,082.20		\$ 9,696.88	1,235.00
Lincoln Scholarship Fund	292,819.56	46,555.42	(32,894.11)	\$ 306,480.87	207,028.50
Abbie J. Stearns Fund for the Silent Poor	3,485.00	456.93	350.96	\$ 4,292.89	1,225.05
John Todd Fund	46,056.11	5,609.32	(1,000.00)	\$ 50,665.43	30,000.00
Tricentennial Fund	8,847.75	1,111.48		\$ 9,959.23	6,912.15
<b>Miscellaneous Funds - TOTAL</b>	<b>\$ 914,102.97</b>	<b>\$ 157,689.81</b>	<b>\$ (78,115.22)</b>	<b>\$ 993,677.56</b>	<b>\$ 676,157.87</b>
<b>Special Funds</b>					
Cemetery Perpetual Care Fund	\$ 265,225.97	38,348.39	(5,240.00)	298,334.36	171,725.45
Conservation Fund	41,965.67	16,641.64	64,616.00	123,223.31	466.00
<b>Special Funds - TOTAL</b>	<b>307,191.64</b>	<b>54,990.03</b>	<b>59,376.00</b>	<b>421,557.67</b>	<b>172,191.45</b>
<b>All Funds - TOTAL</b>	<b>\$ 1,402,001.21</b>	<b>\$ 234,515.70</b>	<b>\$ (24,674.82)</b>	<b>\$ 1,611,842.09</b>	<b>\$ 961,008.70</b>

\*NOTE: Principal represents the portion of the Fund Balance which cannot be spent.

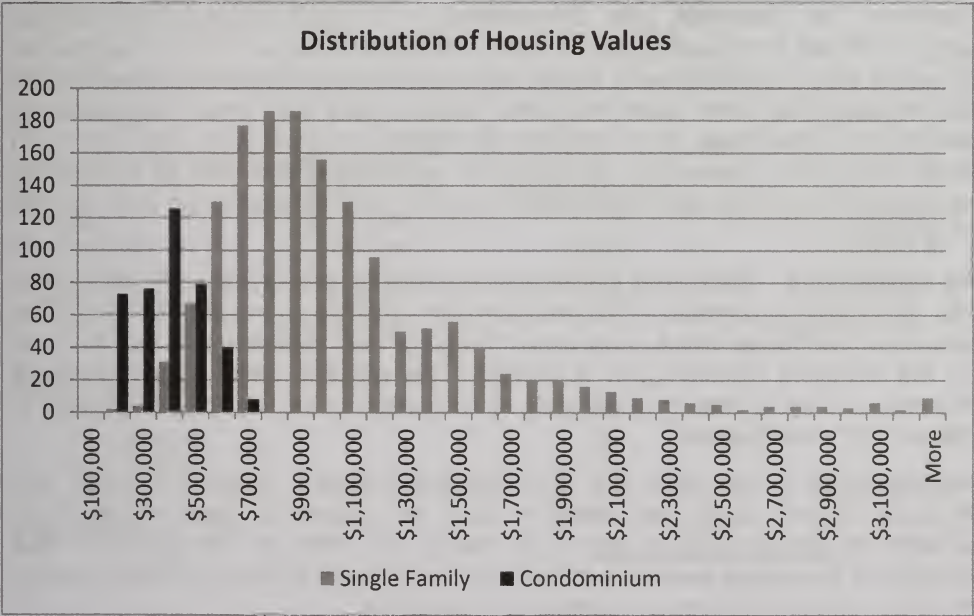


BOARD OF ASSESSORS

Ellen Meadors, Chair  
Edward Morgan  
John G. Robinson

**Staff** – This year we welcomed Dorothy Blakeley as our new Administrator. She replaces Patrice Brennan who has moved on to become the Assistant Treasurer/Collector. To provide additional assessing services we contract with Regional Resources Group, Inc. George Bourgault, an employee of RRG is in the office two days a week (usually Tuesday and Thursday) and Harald Scheid, President of RRG, is in the office one morning a week (usually Monday).

**Housing Values** – Sales in calendar year 2013 (the basis for the FY 2015 values) showed that prices increased about 6 percent on average from the previous year. Assessments were based on 34 single-family home sales and 22 condominium sales. The average value of a single-family home for fiscal year 2015 was \$1,015,300 resulting in an average tax bill of \$14,755 including the CPA tax. Single-family home values ranged from \$159,900 to \$6,379,500 with the median at \$883,600. The average value of a condominium was \$345,400. Condominium values ranged from \$123,400 to \$667,200 with the median at \$352,600.



**Abatements** – For fiscal year 2015, 24 abatement applications were filed. Each property was measured and inspected, and then compared with similar properties that sold in 2013. Fifteen abatements were granted, seven were

denied and two were deemed denied pending additional information. Abatement decisions may be appealed to the Appellate Tax Board. In fiscal year 2014 no appeals were filed.

**Split Tax Rate** – The Selectmen approved a split tax rate that increases the proportion of taxes paid by the owners of commercial properties. For fiscal year 2015, the tax rate was set at \$14.15 per \$1,000 for residential property and at \$18.60 per \$1,000 for commercial property.

**Top Ten Tax-Payers**

Assessment	Name	Owner	Location
53,181,400.00	THE COMMONS IN LINCOLN	BSL/BN GROVES CCRC LLC	1 HARVEST CR
15,403,300.00	LINCOLN NORTH**	FFMS LINCOLN NORTH LLC	55 OLD BEDFORD RD
6,986,000.00	LINCOLN WOODS	TCB LINCOLN WOODS LLC	1-95 WELLS RD
6,379,500.00	PRIVATE RESIDENCE		
4,523,200.00	THE MALL AT LINCOLN STATION**	RLF LINCOLN STATION LLC	145 LINCOLN RD
5,535,100.00	PRIVATE RESIDENCE		
5,111,200.00	PRIVATE RESIDENCE		
4,506,900.00	PRIVATE RESIDENCE		
4,207,000.00	PRIVATE RESIDENCE		
4,165,400.00	PRIVATE RESIDENCE		

\*\*Taxed at the commercial rate

**Property Tax Deferrals and Exemptions** – Lincoln's property tax deferral program allows seniors 60 years or older with income below \$60,000 to defer all or part of their annual property taxes. Deferred property taxes and interest at 4% are repaid to the Town when the owner dies or sells the home. Eight property owners took advantage of the property tax deferral in fiscal year 2014 and six in fiscal year 2015. Please call the office at any time of the year to receive an application or consult with office staff about the various exemption and deferral programs.

**Re-inspections** – Each year the Assessors conduct re-inspections of about one-fifth of Lincoln properties. The re-inspection consists of measurement of the outside of the house and a quick walk-through of the inside to verify that the data on the Property Record Card is correct. This process helps keep valuations accurate and up to date. You will receive notification in the mail if your property is planned for re-inspection.

**Assessments** – The fiscal year 2015 assessed values, Assessors' maps, and Property Record Cards are available from the Assessors page of the Town website at [www.lincolntown.org](http://www.lincolntown.org) or by calling our office at 781-259-2611 The Assessors encourage residents to review their Property Record Card and contact the office about inaccuracies, questions or concerns.

# **Board of Assessors Recap of Fiscal Year 2015**

## **Valuation**

Taxable Real Estate	\$1,830,491,576
Personal Property	31,565,650
Exempt Property	411,792,878
<b>TOTAL</b>	<b>\$2,273,850,104</b>

## **Appropriations and Assessments**

Town Appropriations	\$35,900,160.00	
State and County Charges	163,087.00	
Overlay	100,251.26	
Other Amounts to be Raised	288,372.00	
<b>TOTAL</b>		<b>\$36,451,870.26</b>

## **Estimated Receipts**

Property Tax Revenues	\$26,641,111.26	
Cherry Sheet Receipts	\$1,799,054.00	
Local Estimated Receipts	1,819,317.00	
Enterprise Funds - Water Dept.	1,348,766.00	
Community Preservation Funds	1,352,471.00	
Free Cash	3,136,219.00	
Other Available Funds	354,932.00	
<b>TOTAL</b>		<b>\$36,451,870.26</b>

## **Property Tax Valuations and Revenues**

	<b>Valuation</b>	<b>Tax Rate/\$1,000</b>	<b>Levy</b>
Residential	1,796,214,189	14.15	25,416,430.77
Commercial	31,856,265	18.60	592,526.53
Industrial	2,421,122	18.60	45,032.87
Personal Property	31,565,650	18.60	587,121.09
<b>TOTAL</b>	<b>1,862,057,226</b>		<b>26,641,111.27</b>

## **Number of Parcels**

Real Estate	2,173
Personal Property	39
Exempt Property	518

## **New Growth**

\$175,334

## **CAPITAL PLANNING COMMITTEE**

Andy Beard, Chair and At-large Citizen Representative  
Jacqueline Apsler, Library Trustee Representative  
Audrey Kalmus, At-large Citizen Representative  
Peter Braun, Selectmen Representative  
Jim Henderson, Conservation Commission Representative  
Carol Lovell, At-large Citizen Representative  
Peter Montero, At-large Citizen Representative  
Tim Moynihan, At-large Citizen Representative  
Al Schmertzler, School Committee Representative  
Mary Day, Assistant Town Administrator – Member Ex-officio

Since the establishment of the modified Capital Planning Bylaw, the Capital Planning Committee (CapCom) is charged with evaluating capital requests as well as maintenance funding requests. The CapCom is tasked with evaluating each proposal for need, viability and impact funding might have on the Town's debt capacity and operating budgets.

In 2014, the CapCom reviewed the FY15 requests which totaled \$2,047,408, and made decision regarding funding recommendations as shown in the following table.

To aid in future capital planning, the Capital Committee has undertaken the development of a 25 year forecast for all capital needs of the various town offices and departments. The plan is intended to be used as a tool to assist the Town in determining financial capacity and timing of projects or expenditures in order to optimize the Town's cash capital, maintenance expenditures and debt load and to minimize impacts on the Town's operating budget and taxes.

The CapCom is currently in the process of reviewing the FY16 capital and maintenance funding requests, and will have that information available to inform the town meeting process in March of 2015.



## FY15 Capital

3/29/2014

Department	Cash Capital Request	Disapproved Items	Approved Cash Capital Items	Maintenance Items	Other Funding Sources
			\$460,000 Available	\$260,000 Available	
<b>BOARD OF SELECTMEN</b>					
Community Center Concept Study	\$ 75,000.00		\$ 75,000.00		
<b>DEPT OF PUBLIC WORKS</b>					
Used Sander Truck	\$ 80,000.00		\$ 80,000.00		
Brine Package for Road Treatment	\$ 30,000.00		\$ 30,000.00		
Replacement Trackless Mower Head	\$ 10,000.00		\$ 10,000.00		
Toolcat Stump Grinder	\$ 10,000.00	\$ 10,000.00			
LED Street Light Replacement Project	\$ 150,000.00				\$ 150,000.00
DPW Sub-Total	\$ 280,000.00				
<b>FIRE DEPARTMENT/Emergency Mgt</b>					
Replenish Ambulance Chassis	\$ 178,000.00				\$ 178,000.00
Variable Message Signs	\$ 29,000.00				\$ 29,000.00
Fire Sub-total	\$ 207,000.00				
<b>IT</b>					
Strategic Plan	\$ 40,000.00	\$ 40,000.00			
Town Office WiFi controller and 12 access points	\$ 19,000.00		\$ 19,000.00		
Services and Hardware for Virtualization Software Upgrade	\$ 41,500.00		\$ 41,500.00		
IT Sub-total	\$ 100,600.00				
<b>LIBRARY</b>					
Preston Building Roof Reconstruction	\$ 20,000.00				\$ 20,000.00
Replacement Telephone System for Library	\$ 24,000.00		\$ 24,000.00		
Library-Maintenance Article	\$ 33,500.00			\$ 33,500.00	
Library Sub-total	\$ 77,600.00				
<b>PARKS &amp; RECREATION</b>					
Pick Up Truck	\$ 36,000.00		\$ 36,000.00		
<b>POLICE DEPARTMENT/COMMUNICATIONS</b>					
Replacement of Car #5-Marked Police Utility Vehicle	\$ 43,345.00		\$ 43,345.00		
Replacement of Car #7-Marked Police Utility Vehicle	\$ 43,345.00		\$ 43,345.00		
Replacement of the Cross Match Live Scan Fingerprint/Palmprint Scanner	\$ 16,373.00		\$ 16,373.00		
Police Sub-total	\$ 103,063.00				
<b>SCHOOLS</b>					
Annual Classroom Preventive Maintenance Program	\$ 75,000.00			\$ 75,000.00	
Replace Smith Kindergarten Playground	\$ 50,000.00				\$ 50,000.00
Replacement of Brooks main switchgear and subpanels	\$ 50,000.00		\$ 50,000.00		
School Feasibility Study-Placeholder	\$ 650,000.00				\$ 650,000.00
Replace Hartwell window units with ductless split a/c units	\$ 27,500.00	\$ 27,500.00			
Replace fascia and portion of Brooks Courtyard window vrs	\$ 40,000.00	\$ 40,000.00			
Replace Link roof asphalt shingles and repair rake	\$ 44,000.00	\$ 44,000.00			
Resurface and re-grade Reed parking lot	\$ 67,000.00	\$ 67,000.00			
School Sub-total	\$ 1,003,600.00				
<b>TOWN CLERK</b>					
Replacement of Voting Booths	\$ 11,945.00		\$ 11,945.00		
Town Clerk Sub-total	\$ 11,945.00				
<b>TOWN FACILITIES</b>					
Codman Community Farm-Replace Electrical	\$ 15,000.00				\$ 15,000.00
Bemis Hall Basement Design	\$ 20,000.00				\$ 20,000.00
DPW Garage Heater Replacement	\$ 15,000.00				\$ 15,000.00
Public Safety Building Space Usage Study	\$ 15,000.00		\$ 15,000.00		
Town Maintenance Article	\$ 87,900.00			\$ 87,900.00	
Facilities Management Sub-total	\$ 162,900.00				
<b>ANNUAL TOTALS</b>	\$ 2,047,408.00	\$ 228,500.00	\$ 498,608.00	\$ 196,400.00	\$ 1,127,000.00
			\$691,908.00		

COMMUNITY PRESERVATION COMMITTEE

Chris Fasciano, Chair  
John Valpey, Vice Chair  
Craig Donaldson  
Lucretia Giese  
Chris Kasper  
Connie Lewis  
Peter von Mertens  
Margaret Olson

The Community Preservation Committee's (CPC's) mandate is to study the needs of the Town in four areas of community interest: open space, preservation of historic structures, community housing (defined as low and moderate income housing), and recreation. It solicits inputs from citizens and other town boards and committees and makes funding recommendations to the Town in these areas. The goals of the Community Preservation Act (CPA) coincide closely with Lincoln's Vision Statement on open space, historical legacy, economic diversity, and citizens' convenience. To address these goals, the CPC meets with town boards and other organizations to develop a thorough understanding of the town's present and future needs, priorities, and objectives in the areas of CPA concern. It solicits proposals and evaluates them in light of these priorities.

At Town Meeting in March, 2014, the CPC proposed and the Town approved the following CPA fund appropriations:

Town Offices renovation: payment of debt service	\$ 327,825
Arborvitae Cemetery: stone wall repairs	\$ 50,000
Library Preston building: roof repair	\$ 20,000
Town Archives: preservation of documents	\$ 26,667
75 Tower Road: rehabilitation of low income housing	\$ 150,000
Codman Community Farm: hay barn structural study	\$ 5,000
Codman Community Farm: main barn electrical work	\$ 15,000
Friends of Modern Architecture: area studies	\$ 6,000
Flint Homestead: structural preservation survey	\$ 8,000
Smith School Playground: rehabilitation	\$ 50,000
Wetland Trail and Observation Platform: construction	\$ 137,355
Bemis Hall: basement renovation study	\$ 30,000
CPC administrative expenses	\$ 3,000
FY15 debt service for previously approved projects	\$ 107,713
Reserves for housing, open space, historical preservation	\$ 144,251
<b>TOTAL</b>	<b>\$1,080,811</b>

The table below summarizes total appropriations and expenditures by the Town for projects funded using CPA funds from 2003 through 2014.

## Town of Lincoln CPA Appropriations & Project Status

	Appropriation	Paid to Date	Balance	Status of Project
Battle Rd Farm Unit	150,000	150,000	-	Complete
Codman Barn A restoration	112,000	112,000	-	Complete
Construction of archival vault at the Library	489,097	489,097	-	Complete
Consultant to update Consolidated Housing Plan	32,000	17,230	14,770	In progress
Control invasive species on conservation land	51,300	51,280	20	Complete
Conservation stonewall restoration	20,000	20,000	-	Complete
Funding of Affordable Housing Trust	3,939,500	3,939,500	-	Complete
Funding of Conservation Fund	288,359	288,359	-	Complete
Historic records archive and preservation	103,690	97,812	5,878	In progress
Historic Town buildings needs assessment	160,000	160,000	-	Complete
Inventory of historic properties	70,250	41,519	28,731	In progress
Model historic preservation restriction easement	5,000	5,000	-	Complete
Pierce House repairs	316,800	304,983	11,817	In progress
Purchase of conservation land	1,100,000	1,100,000	-	Complete
<i>Harrington Row property</i>	350,000			
<i>Booth property</i>	250,000			
<i>MacDowell property</i>	400,000			
<i>DeNormandie property (Rt 2 parcel)</i>	100,000			
Repairs & Improvements to Lincoln Library	802,087	776,587	25,500	In progress
Repairs to historic cemetery monument	42,300	42,300	-	Complete
Sunnyside Lane	792,500	792,500	-	Complete
Tot-lot at Codman Pool	50,000	45,191	4,809	Complete
Codman Tot Pool Renovation	182,000	151,475	30,525	In progress
Town Office Renovation	1,000,000	1,000,000	-	Complete
Bemis Hall Repairs	633,985	409,744	224,241	In progress
LSRHS Softball Fields	50,000	-	50,000	In progress
Arboretum Cemetery Stonewall	50,000	47,300	2,700	In progress
75 Tower Rd Renovation	150,000	150,000	-	Complete
Codman Farm Repairs	20,000	-	20,000	In progress
Flint Homestead Survey	8,000	7,860	140	Complete
Smith School Playground	50,000	50,000	-	Complete
FoMA Area Studies	6,000	-	6,000	In progress
Admin Expenses	26,500	22,875	3,625	In progress
Fund debt service on borrowing for CPC project	949,291	841,578	107,714	In progress
Fund debt service on borrowing for Town Offices	984,275	658,513	325,762	In progress
<b>GRAND TOTAL</b>	<b>12,634,935</b>	<b>11,772,703</b>	<b>862,232</b>	

CPA funding has helped Lincoln considerably to create affordable housing, purchase conservation land, and preserve key historic properties. Funds have been obtained through a 3% surcharge on our property taxes, which was supplemented by a 100% state match until 2008 and reduced levels of matching since, including a 34% match in FY2015. Even at current level of matching, savings to the Town are substantial.

The committee is currently reviewing proposals for the 2015 Town Meeting. In evaluating these proposals, it is considering:

- consistency with Lincoln's vision

- support by relevant town committees or organizations
- the extent to which the project helps to preserve threatened resources or town-owned assets;
- the extent to which the project serves multiple needs and populations, including the underserved;
- whether the project can realistically be accomplished within the proposed time frame and budget;
- the impact of delays in initiating the project; and
- the breadth of support for the project as indicated by fundraising through grants or private donations.

We welcome community inputs during all stages of our process – requesting, examining, and decision- making.



**OGDEN CODMEN TRUST**

The Ogden Codman Trust was created under the will of Dorothy S. F. M. Codman. Grants are geographically restricted to organizations and activities located within the Town of Lincoln and which primarily serve residents of the Town. Information about the trust, including its history and grant guidelines can be found at [www.codmantrust.org](http://www.codmantrust.org).

This past year Bill Tyler, Daniel Fawcett and Walter Van Dorn resigned from their long held positions as trustees of the Codman Trust. Under their careful oversight, the Trust's assets experienced a long period of healthy growth which resulted in a tremendous benefit to the Lincoln community over the years.

Michael F. O'Connell and Maura E. Murphy, both attorneys at Rackemann Sawyer and Brewster where the trust was established, were appointed by the Court to succeed Bill, Dan and Walter.

One notable award that was made in 2014 was a \$22,500 grant to assist deserving students entering their second, third or fourth year of college and who demonstrated a financial need. This grant was set forth as a one-year commitment. The Trustees were pleased to have assisted these students in offsetting the high cost of college.

The following is a list of all the grants that the trustees made in 2014:

Organization	Project Title	Grant Amount
Domestic Violence Services Network	Self-defense Classes for Women	\$13,000
Historic New England	Codman Estate – Miscellaneous improvements to the Estate and for the design of new septic system	\$35,000
The Food Project	Support for Baker Bridge Farm	\$50,000
Birches School	Curriculum Development	\$8,000
Codman Community Farms	General Operating Support	\$25,000
Town of Lincoln – Codman Scholarship Program	One-year scholarship program for returning college students who demonstrated financial need	\$22,500
Town of Lincoln –	Year 13 of the Codman	\$25,500

Codman Scholarship Program	Scholarship Program consisting of two annual scholarships know as the Codman Scholarship and the Codman Opportunity Award	
DeCordova Sculpture Park and Museum	Interpretive Programming for "Walden, <i>revisted</i> "	\$10,000
	<b>TOTAL</b>	<b>\$189,000.00</b>

Submitted by:  
Susan T. Monahan  
Trustee

# INFORMATION TECHNOLOGY

Chuck Miller – Director

As this report is being written in January of 2015, I would like to review the progress that has been made in Fiscal Year 2015 to date in the Information Technology Department.

## Financial Systems

Water Billing, Motor Vehicle and Property Tax Billing and Collections applications have been successfully migrated from Vadar Systems to Tyler Technologies' Munis platform. This initiative involved a coordinated effort of IT, Finance & Accounting, Assessors, Water Department and the Treasurer/Collector staff over a year long period.

## Dog Licensing

The old Dog Licensing application was almost twenty years old. It was designed to run on Windows 3.1, and has not been supported by the developer for over fifteen years. It was impossible to support any longer on modern operating systems. IT worked with the Town Clerk and Staff to select another vendor, and we were able to migrate to a user friendly application by LL Data Designs.

## Energy Management

Over the past year, the IT Department has worked closely with Facilities, School IT, and assorted vendors, to integrate the energy management systems from a half-dozen facilities, to a centralized server in the Town Office Data Center. Energy monitoring and management is facilitated through this centralized portal by facilities and HVAC contractors.

## Town Web Site

The website continues to be enhanced for ease of navigation and content searching. In addition, more departments, boards and committees are being trained to manage their own content, ensuring that the site is rich with relevant information for the community.

## Desktop PCs

The virtual desktop infrastructure (servers and client software) is now four years old. A pilot program is in place to assess the latest generation of the product.

# PUBLIC SAFETY

## POLICE DEPARTMENT

**Chief:** A. Kevin Kennedy  
**Lieutenant:** Sean E. Kennedy

**Sergeants:** Richard McCarty  
Jon Wentworth  
Paul Westlund

**Detective:** Ian Spencer

**Admin. Assistant:** Catherine Dubeshter

**Officers:** Andrew Davis  
Matthew Forance  
Robert Gallo  
Anthony Moran  
David Regan  
Robert Surette  
Laura Stewart  
**Dispatchers:** Ashley Brassard  
Ryan Farrell  
Katherine Henckler  
Michael Keough  
Melissa Marabella

In 2014, there were a number of personnel changes within the department. In July, Chief Kevin A. Mooney retired after thirty-four years of service to the Town of Lincoln. As a result, the following internal changes occurred: A. Kevin Kennedy was promoted to Chief, Sean Kennedy was promoted to Lieutenant, Jon Wentworth was promoted to Sergeant, Ian Spencer was appointed to the position of Detective and Matthew Forance was appointed to the position of police officer.

Dispatchers Own Boyle and Katlyn Pohlman left the department to take positions as full time police officers with the Sudbury and Newton Police Departments respectfully. Dispatchers Ashley Brassard and Melissa Marabella were hired as their replacements.

**PLANE CRASH:** On May 31, 2014, Lincoln Police and Fire personnel responded to Hanscom Field to assist the Massachusetts State Police assigned to Hanscom Field and the Hanscom Fire Department with a confirmed airplane crash. A private plane carrying seven people ran off a runway and burst into flames during an attempted takeoff, killing all on board. The Lincoln Police, along with Bedford and Lexington Police assisted the Massachusetts State Police with securing the accident scene while the Lincoln Fire Department, along with the Bedford and Lexington Fire Departments assisted the Hanscom Fire Department with fire operations. The investigation into the cause of the accident was conducted by the National Transportation Safety Board.

**DOMESTIC VIOLENCE:** As part of our membership with the Domestic Violence Victim Services Network, Lieutenant Sean Kennedy took over as the department's representative for the High Risk Team. This is a multi-disciplinary



team that works together in order to increase the safety of the victim while providing the victim with comprehensive services.

**TRAFFIC MONITORING PROGRAM:** The department completed its four year of the Traffic Monitoring Program which consists of deploying traffic counters at sixty-one (61) different locations throughout the town. These counters collect data from each designated location over a period of seven (7) consecutive days. This has allowed the department to evaluate the data collected from each location in order to assist with traffic enforcement and traffic patterns.

**FORENSIC SKETCH ARTIST:** Detective Ian Spencer is a FBI trained Forensic Sketch Artist who assists Lincoln and other law enforcement agencies with the creation of a suspect sketch based on verbal descriptions provided by victims and witnesses. This year, Detective Spencer completed a number of forensic sketches for crimes that occurred in Lincoln and throughout Middlesex County. Of note, three of these sketches assisted in the identification and arrest of suspects involved in such crimes as: a double homicide, sexual assault, and burglary.

**SELF-DEFENSE CLASS:** This year, the department was able to partner with Jaqueline Apsler who is the Executive Director of Domestic Violence Services Network (DVSN) to expand the self-defense classes for women. Jaqueline was able to secure a generous grant from the Ogden Codman Trust which allowed for the purchase of additional equipment, training, and classes. We were able to train adult women of all ages, high school teens, college students and senior citizens. This is a six (6) hour class that discusses personal safety and provides instruction on various self-defense tactics that aid in escape.

**AWARDS:** In November, Officer Robert Gallo (Safety Officer) received an award on behalf of the department from AAA in recognition that there has not been a pedestrian fatality in the Town for over thirty-eight (38) plus years.

**PROTECTION OF PERSONS & PROPERTY**

The following is a summary of some of the activity by the Lincoln Police Department for the 2014 calendar year.

Crimes against Person	66	
Crimes against Property	72	
Larceny/Fraud	82	
Arrests	97	
Criminal Complaints	116	
Traffic Stops	2,206	
Traffic Citations	1,952	
Operating Under the Influence	23	
Accident Investigations	87	

***A. Kevin Kennedy, Chief***

**FIRE DEPARTMENT**

Annual Report 2014

**Chief:** Stephen E. Carter

**Lieutenants/Shift Commanders:**

Frank Gray (Retired Oct) Scott Christensen  
Mark Mola Ben JuholaWilliam Whalen

**Firefighters:**

Joseph Cavanaugh (Active duty U.S. Navy)  
Richard Russes (ret. Sept) Mike O'Donnell  
Timothy Neufell Brian Young  
David Appleton Mike Ott  
Mike Gassiraro Caleb Hagarty  
Kevin Kirmelewicz

**Call Fighters:**

David Whalen Charles Hopkins  
Mike Parr Ken McDonald  
Jeff Lyons E.J. Nicholas  
Michael Cisek

The Lincoln Fire Department strives to achieve absolute confidence from the community by providing residents and neighboring communities with professional emergency medical services, fire suppression and fire prevention programs.

In 2014, there were several personnel changes that occurred. Both Lt. Frank Gray and FF/EMT Rick Russes retired last fall after 30+ years of service to the town of Lincoln. Caleb Hagarty and Kevin Kirmelewicz both converted from the call department to fulltime career firefighters. FF/EMT Joe Cavanaugh was called to active duty and served our country proudly in the US Navy on a classified assignment for 11 months.

**Regional Impacts:** The use of "specialized teams" continues to be a theme with Lincoln being active in "Rapid Intervention Teams" for firefighter safety, regional ALS teams (ProEMS) and fire investigation. The unfortunate "Marathon Monday bombings" and a serious fatal plane crash at Hanscom Field have simply emphasized the need for regional services in order to provide needed services in a timely efficient manner. Lincoln now has members on the district Dive Team, Fire Investigation Unit and Incident Management Team.

**Grants:** Lincoln was awarded a \$72,000 Fire Act Grant for RIT (Rapid Intervention Team) training and equipment to enhance firefighter safety during hazardous conditions at incidents. Once again Lincoln has been awarded a grant for the S.A.F.E. "Student Awareness of Fire Education" Program which provides valuable classroom experience for our elementary age school children and an

additional program for elderly safety education was also given to the department conjunction with the Council on Aging for enhanced safety of our elderly populations.

**Emergency Medical Services:** The Lincoln Fire Department has once again ranked in the top 10 Emergency Medical Services on a National customer service performance survey. The department currently responds the ambulances over 500 times a year for various types of medical assistance. The NERAC (Northeast Regional Area Homeland Security Council) communities received “bleeding control kits” with specialized equipment to control profuse bleeding as was seen in the marathon incident of April 15<sup>th</sup>. All first responders have been equipped with these kits. The back-up ambulance is now 8 years old and is being prepped for a new chassis. This “remounting” of the existing patient compartment will save almost \$100,000 over the cost of a replacing it with a new ambulance.

**Summary:** The department remains busy with a steady call volume averaging over 1200 emergency calls which included 4 building fires, 8 car/brush fires, mutual aid calls 111 and 531 were EMS/ambulance calls. The remainder were box alarms, false alarms and several types of “hazardous condition calls. Another 300+ of “routine inspections and drills” were performed at schools and other various institutions around town along with “plan reviews” to insure proper placement of smoke and CO detectors. Fire prevention and education continue to be a focus to keep reducing incidents by stopping events from occurring through education and inspections. Training for all members is always a focus to insure that the staff is properly prepared for all types of incidents both routine and major. Ice rescue, basic fire prevention and core firefighting skill reviews were a few of the topics this year. Several drills and leadership programs have been held in an effort to further develop leadership and core competencies within the department.

On behalf of the Lincoln Fire Department, I would like to thank all the Lincoln residents, organizations, and societies for your much appreciated support and valued donations. The foundation for the department has continued to strengthen because of the teamwork between the town departments and the citizens supporting our efforts to safeguard the community.

At this time I would like to acknowledge the positive enthusiasm and professionalism performed by the fire officers and firefighters during both routine and extreme missions they are assigned. This type of dedication to the department and the townspeople is immeasurable.

Respectively Submitted,  
Stephen E. Carter, Fire Chief



**BUILDING DEPARTMENT**

Daniel Walsh, Building Commissioner  
Robert Norton, Wiring Inspector  
John Bolli, Assistant Wiring Inspector  
Russell Dixon, Jr., Plumbing & Gas Inspector  
George Dixon, Assistant Plumbing & Gas Inspector  
Kenneth Rich, Assistant Plumbing & Gas Inspector  
Gregory Kirkland, Custodian  
Elaine Carroll, Administrative Assistant

The Building Department is charged with statutory responsibilities that have an effect on public safety, the physical growth, and development of Lincoln and works closely with all land use departments in a coordinated and comprehensive manner. The Building Commissioner is legally mandated to carry out certain provisions of the Subdivision Control Law (M.G.L., Chapter 41, Section 81-K to 81-GG) and of the Zoning Act (M.G.L., Chapter 40A). These legal responsibilities are reflected locally in the permitting process and in the Town's Zoning By-Law. Some specific services that the Building Department provides include reviewing applications and plans to construct, alter, and demolish any building or structure, for compliance with applicable Zoning and General By-laws, Massachusetts State Building Code, Stretch Energy Code, Sheet Metal Code, Massachusetts State Fuel, Gas and Plumbing Code, Massachusetts State Electrical Code, Town of Lincoln Sign By-law and oversees Massachusetts's requirement for Sealer of Weights & Measures.

The Building Department supports the Planning, Conservation and Zoning functions of the land use departments. The goal is to support the needs of the then existing departments, to improve operational efficiency, and to enhance service delivery.

This year we sadly said goodbye to Gregory Kirkland after 19 years of devoted service as custodian to the Town Offices and Bemis Hall. We wish him well in his future endeavors.

Values of construction permits for work during the past year as submitted by applicants in 2014:

Building (Residential and Commercial)	\$36,240,792.00
Plumbing (Residential and Commercial)	\$2,481,990.00
Electrical (Residential and Commercial)	\$2,187,865.00



Permit Fees Collected in 2014 – Residential and Commercial

Building	\$352,520.00
Plumbing	51,221.00
Electrical	83,526.00
Re-certification Fees	<u>600.00</u>
Total	\$487,867.00

Building permits issued in 2014:

New Residential	9
Additions and Remodeling	140
Garages and barns	5
Sheds	3
Decks and porches	14
Steel Metal Permits	49
Demolitions (house)	3
Demolitions (accessory structures)	6
Swimming Pools	1
Re-roofing	44
Tents (temporary)	51
Wood Burning Stoves	11
Cell Tower – addition to existing	1
Solar Panels	17
Signs	3
The Commons Addition	1
AKA Bistro Repairs	1
Building permits issued	359
Plumbing permits issued	302
Electrical permits issued	273

**SEALER OF WEIGHTS AND MEASURES**

The Sealer of Weights and Measures for the Town of Lincoln is Courtney Atkinson, retired Building Inspector for the Town of Weston.

In 2014, Mr. Atkinson inspected 3 service stations, 1 restaurant (Whistle Stop), Drumlin Farm and Donelan's Supermarket in Town as required by the Commonwealth of Massachusetts.

Service Stations	3
Supermarkets	1
Restaurant	1
Farm Stands	1
Sealing fees collected	\$704.00

Any questions regarding weights and measures for the Town of Lincoln should still be directed to the Office of the Building Inspector, Telephone No. 781 – 259-2613.

**Courtney Atkinson**

# HUMAN SERVICES

## BOARD OF HEALTH

Herbert Haessler, M.D.

Steven Kanner, M.D.

Patricia Miller

Frederick L. Mansfield, M.D., Chair

In 2014 Herbert Haessler resigned from the Board of Health and we wish to thank him for his many years of service. We are pleased to announce the appointment of Patricia Miller a corporate manager in the Information Technology group at Partners Healthcare and a welcome addition to the Board.

The Board of Health meets the first Wednesday of each month at 7:30 p.m., and all meetings are open to the public. Citizens wishing to be placed on the agenda should contact the Board of Health Office at least two weeks before the scheduled meeting date. The Board's office manager is Elaine Carroll, who is also the Administrative Assistant for the Building Department. Inspectional services are provided through an inter-municipal agreement with the Town of Concord with Stan Sosnicki acting as our Health Inspector. The Board works closely with Maureen Richichi, School Nurse, on such topics as flu vaccines, school immunizations, tick borne illnesses and communicable diseases, and we wish to thank Maureen for her valuable service to the Board.

The Board of Health is responsible for a variety of issues related to water protection, solid and hazardous waste disposal, communicable diseases, and public health hazards in the environment. The Board is charged with overseeing the onsite wastewater (septic) system program; enforcing the State Sanitary Code for food establishments; summer camps, swimming pools, beaches, private water wells, overseeing mosquito control programs; supporting mental health services for Lincoln residents through Eliot Community Human Services; organizing a flu vaccination clinic each autumn; and works closely with the Town appointed dog officers.

In 2014, the Board met with the Leaf Blower Study Committee regarding the potential health hazards of leaf blowers and has tried to work with them in order to come up with workable solutions. The Board also met with Chief Steve Carter regarding Ebola preparedness in Lincoln and the use of Narcan for drug overdoses.

## **PERMIT ACTIVITY**

In 2014, the Board of Health issued: 31 permits to construct/alter onsite wastewater (septic) systems, 4 Recreational Camp permits, 2 pools, 20 Food Establishment Permits, 6 catering permits, 13 temporary events permits and 6 private wells. This year, the Board of Health Agent witnessed over 18 deep test holes and percolation tests for the siting of onsite wastewater (septic) systems, conducted 23 Title 5 building reviews, 63 septic installation inspections, and 39 food service inspections. A significant amount of time was spent monitoring the reopening of AKA Bistro, which had sustained substantial water damage in December, 2013.

## **HEARINGS**

The Board voted to grant 12 variances to local septic regulations this year during its regular meetings. On November 19, 2014 after proper advertisement, the members revised the new Board of Health Regulations for Wastewater Management. Section 1.06: Design of Onsite Waterwaste Systems, (A)(1)(a) Soil Absorption Systems. Changes to this section provides for administrative approval of a soil absorption system that is not increased by 150% to accommodate a garbage disposal.

On November 19, 2014 after proper advertisement, the members revised the existing Tobacco Regulation to include the definition “nicotine delivery devices” such as e-cigarettes and to increase the legal age to purchase tobacco or nicotine delivery products from 18 to 21 years of age. The new regulation will become effective on January 1, 2015. At the present time, 37 cities and towns in Massachusetts have adopted similar regulations.



OTHER ACTIVITIES

Disease Reports		2012	2013	2014
<i>Communicable disease control:</i> Communicable disease reports regarding Lincoln residents are forwarded to Maureen Richichi, the School and Town Nurse, for review and possible follow-up. Case reports investigated for the Board of Health since 2012 are summarized on the following table. The numbers indicate cases which may be confirmed, suspect, or probable and may also indicate residents who are considered contacts of individuals (residents and non-residents) with communicable diseases.	Lyme Disease	10	25	31
	Human Granulocytic Anaplasmosis	0	1	2
	Campylobacter	2	3	0
	Salmonellosis	1	1	0
	Influenza	0	3	4
	Giardiasis	1	1	1
	(SARS MERSA)	0	0	2
	Hepatitis B (chronic)	1	1	3
	Hepatitis C (chronic)	1	4	2
	Babesiosis	0	2	2
	Enterovirus	0	0	1
	Measles	0	0	2
	Varicella	1	1	1
	Group A Streptococcus	1	1	0
	Dengue Fever	0	0	1

HAZARDOUS WASTE COLLECTIONS:

This year 114 residents signed up to bring their hazardous waste to the facility in Lexington. The Town is one of eight towns that participate in the Minuteman Hazardous Waste Facility located on Hartwell Avenue in Lexington. The facility holds eight collection days a year beginning in April and ending in November.

*Animal census:* The following table lists the population of farm animals since 2007.

Type	2007	2008	2009	2010	2011	2012	2013	2014
Cattle, dairy	9	6	9	7	5	7	0	0
Cattle, beef	49	76	41	48	54	79	53	39
Cattle, steer/oxen	0	11	13	8	1	0	0	0
Cattle, yearlings	7	0	32	15	9	1	14	1
Goats	18	24	25	21	24	22	20	14
Sheep	112	1126	84	100	88	142	126	137
Swine	16	15	15	16	23	13	45	39
Horses/Ponies	87	96	86	84	77	74	78	68
Llamas/Alpacas	4	5	4	4	7	7	5	10
Donkeys	3	3	1	1	1	1	2	2
Chickens	622	490	636	530	566	370	417	505
Turkeys	12	15	0	4	3	48	4	0
Waterfowl	54	60	33	31	18	9	12	14

Game Birds	0	10	9	12	0	3	7	0
Guinea Hens	4	9	0	10	0	0	0	1
Water Buffalo	0	0	1	1	1	0	1	0
Pigeons	0	0	9	6	10	0	0	0
Rabbits	26	20	2	6	5	2	0	1

## ANIMAL CENSUS:

The following table lists the population of farm animals since 2006.

Type	2006	2007	2008	2009	2010	2011	2012	2013
Cattle, dairy	7	9	6	9	7	5	7	0
Cattle, beef	46	49	76	41	48	54	79	53
Cattle, steer/oxen	0	0	11	13	8	1	0	0
Cattle, yearlings	29	7	0	32	15	9	1	14
Goats	13	18	24	25	21	24	22	20
Sheep	123	112	1126	84	100	88	142	126
Swine	16	16	15	15	16	23	13	45
Horses/Ponies	83	87	96	86	84	77	74	78
Llamas/Alpacas	4	4	5	4	4	7	7	5
Donkeys	3	3	3	1	1	1	1	2
Chickens	676	622	490	636	530	566	370	417
Turkeys	18	12	15	0	4	3	48	4
Waterfowl	72	54	60	33	31	18	9	12
Game Birds	0	0	10	9	12	0	3	7
Guinea Hens	0	4	9	0	10	0	0	0
Water Buffalo	0	0	0	1	1	1	0	1
Pigeons	0	0	0	9	6	10	0	0
Rabbits	16	26	20	2	6	5	2	0

DOG OFFICER

TOTAL NUMBER CALLS HANDLED		166
# Complaint Calls		6
# Lost Dog Calls		4
# Lost Cat Calls		1
# Other Cat Calls		
# Animal / Wildlife Calls		4
# Miscellaneous Calls		96
TOTAL # ANIMALS PICKED UP		9
		7
Total # not licensed	(1-NEW RESIDENT; 3/OUT OF TOWN)	
Total # dogs not claimed		1
# still in dog officer custody		
#surrendered to Humane Shelter		1
TOTAL # HUMAN BITE CALLS		7
TOTAL # ANIMAL ->ANIMAL BITE CALLS		2
10 Day Quarantine Order -Human Bite	Issued = 7	Released = 8
10 Day Quarantine Order -Animal->Animal Bite	Issued = 4	Released = 3
45 Day/6 Month Quarantine Orders	Issued = 8	Released = 5
TOTAL # CITATIONS ISSUED		
# No license citations		
# Leash Law/Dog not under owner control		
# Other Offense		
# Court summons processed		

BARN INSPECTIONS FOR 2015 WERE COMPLETED AND SUBMITTED TO THE STATE; TOTAL ANIMAL COUNT = 831

## COUNCIL ON AGING

Marilyn Buckler  
Jack French  
Ben Horne, Vice-Chair  
Sally Kindleberger  
Patricia McGean  
Don Milan  
Donna Rizzo  
Mary Sheldon  
Robert Sutherland  
Dilla Tingley, Recorder  
Rob Todd  
Dorothy Taylor, Chair

**Mission Statement:** The Council on Aging strives to enrich the lives of Lincoln's 1900 residents 60 years of age or older (29% of the non-Hanscom population) and assist residents of all ages to remain safely and independently in our community, especially those who need help to continue living at home. In addition, the Council on Aging is a resource to all Lincoln residents who are in a serious financial crisis or who need help in caring for elders. The majority of our educational, social, and recreational activities are open to residents of all ages.

A facility that is safe, accessible, large enough, with confidential and other specialized spaces and adequate parking, and designed for the special needs of older residents is essential to the COA's ability to provide programs and services now and in the future. Thus, much of our effort this past year has been in working with the Community Center Study Committee to inform Town residents about what opportunities enhanced space would provide for residents of all ages, but especially elders most in need of services, and assisting them in determining the Town residents' wishes and making a recommendation to the Selectmen.

In addition, we have worked with other Town departments, committees, and residents to make Bemis Hall as useable as possible in the time we are located here. In July we officially opened our new more accessible and attractive front entrance, reconstructed parking lot, and enhanced pedestrian crosswalk. We have also implemented a feasibility study of the Bemis Hall basement to determine if renovations could make the space useable for COA confidential counseling and programming while still accommodating the community organizations that use the basement for storage and book sales and at what cost. The results of the study should be available in 2015.

We expanded our program offerings to meet the increasingly diverse needs of residents. We offered numerous classes and presentations on health and legal issues, the arts and humanities, services and benefits, and more, as well as support groups, performances, and social events. Highlights included:



- A new Top of the Town gala cocktail party at the deCordova Museum
- A Lincoln Cultural Council-funded performance of a capella music, an afternoon of "Chaplin Meets Beethoven," a piano recital by Wanda Paik, and a jazz lunch
- A new monthly series of jazz concerts by local musicians
- A series of videos of Harvard's popular Justice course with exciting facilitated discussions
- Many fascinating speakers at our Lincoln Academy discussing world events, personal memories of historical events, science, travel, arts and music and more
- Presentations on such topics as strategies for enhancing total wellness and reducing stress, brain health, setting emotional boundaries, protecting personal and economic safety, and more
- Programs promoting civic engagement, including discussions of a Community Center, the Schools building project, the Town budget, and the work of town departments and resident committees
- Trips to the Aquarium, musical theater, Assistance Dogs Graduation, Olmsted National Historic Site, Fenway Park, Saugus Iron Works, Boston Symphony, and Concord River Cruises
- A new series about strategies for seeking employment
- Programs about Lincoln history, including public safety and daily life in earlier times.
- Introduction of year-round gentle yoga classes
- Craft workshops with the Old Town Hall Exchange and a Lincoln Cultural Council- funded pastels workshop
- Workshops and a cook-out by Public Safety on avoiding scams, personal safety, and self-defense.

We continue to enhance our services to enable our most vulnerable residents to remain safely and independently in their homes. Among our achievements this past year were:

- Collaborating with the Fire Department to publicize their Senior Safe program.
- Ensuring that the Emergency Assistance Fund is financially stable by institutionalizing the annual Selectmen's appeal.
- Programs on an array of topics, including caregiving for those with Alzheimers, wellness for cancer survivors and those with Parkinson's Disease, making end of life choices, and more.

A special thanks goes to our almost 150 volunteers, the Friends of the COA, and the many businesses and organizations who contribute to the COA with collaborative programming and donations, all of whom make our work possible.

## BEMIS TRUST

### Trustees of Bemis funds at the end of FY14:

Melinda Abraham  
Stephen Atlas  
Ruth Rothstein

The Trustees of Bemis Funds organize The Bemis Free Lecture Series. The three elected trustees select the speakers and manage the events. The lecture series has enjoyed a distinguished history for more than a hundred years, attracting leading national figures in politics, arts, sciences and social issues. The lectures are funded by two trusts. The original trust was established in 1892 by George Bemis and was specifically designated to provide free lectures of an instructive and elevating character to the citizens of Lincoln. Ninety years later, in 1982, another generous Lincoln citizen, John Todd, established a second trust to provide additional funds to continue to support the lecture series. Although the trusts are managed by the town of Lincoln, the Bemis Free Lecture Series does not derive any of its funding directly from the town of Lincoln.

During 2014, Stacy Osur and Susan Conway Pease completed their terms as trustees. The current trustees would like to thank them for their many years of exceptional volunteer service to the town.

In the spring, two new trustees were elected. Steven Atlas was elected to a two-year term and Melinda Abraham was elected to a three-year term. Ruth Rothstein is continuing to fulfill her three-year term.

For fiscal year 2014, the Bemis Free Lecture series featured two events.

- Martin Nowak: *The Evolution of Cooperation*
  - Nowak, Professor of Biology and Mathematics at Harvard University and Director of the Program for Evolutionary Dynamics, discussed why cooperation, not competition, is a defining human trait.
- Ralph Nader: *Unstoppable: The Emerging Left-Right Alliance to Dismantle the Corporate State*
  - Nader expanded upon the theme of cooperation by highlighting why the left and right must work together on issues where they can find common ground. Too much emphasis is placed on the sharp divides between the left and right and too little effort is placed on solving the issues at hand where agreement can be reached.

Both events were well attended and videotaped, and the videos are posted on the town's website.

We encourage anyone interested in suggesting possible speakers for future events to contact any of the trustees.

## COMMISSION ON DISABILITIES

Deb Dorsey

Jan Lipcon

Nancy Torti

Susan Isbin

Mary C. Day, Assistant Town Manager, *ex officio*

John Ritz, Chair

A disability may affect a person from birth or at any age. It may result from a genetic cause, an accident, illness, or aging (and ours is an aging population). It may be physical, sensory, communicative, emotional, or intellectual. It may be incapacitating or merely a hindrance. It affects the quality of life for the disabled individual, family and household members, friends, and caretakers. It is not shameful and should not be denied or concealed out of embarrassment. We are all subject to disablement and should try to provide the best resources to those who need help. One problem is that until a disability strikes close to home, we are unlikely to be aware of the limits it can impose. Another is a personal self-consciousness and desire for privacy, even at cost to their quality of life.

The main purpose of the LCD is to provide assistance to Lincoln residents and town officials in dealing with disabling conditions. In the past, we have helped survey the town's public buildings and spaces to assure that they provide access to all, in accordance with ADA (Americans with Disabilities Act) and MAAB (Massachusetts Architectural Access Board) requirements. Improvements to Bemis Hall and the Library are sample outcomes. We have provided information to townspeople and helped with issues they have raised. The Commission has begun to research and provide advice on the growing topic of Universal Design, intended to fill the gaps in the current disability-related standards related to reduced function, such as common problems of aging.

In 2014 the Commission reviewed upcoming modifications at Drumlin Farm as well as Lincoln Woods. It maintains unofficial liaisons with the School Building Committee and the Recreation Center Feasibility

The Commission gained a new member, Susan Isbin, in 2014. As an employee of the Council on Aging, she offers a unique and valuable voice.



## VETERANS SERVICES

James Hogan, Veterans Programming Officer  
Priscilla Leach, Veterans Services Officer

The Veterans Service Officer keeps veterans and their dependents informed about their rights and benefits and helps them to apply for these benefits. This includes federal VA benefits, as well as state and town benefits. The Veterans Programming Officer arranges and implements presentations and social events for Lincoln's veterans' community, their families, and others.

All Massachusetts veterans are eligible for free tuition at all state community colleges, colleges, and universities, veterans license plates, long term care at the Chelsea and Holyoke Soldiers Homes, burial in the state Veterans Cemeteries, and Welcome Home bonuses. Low income veterans and dependents are also eligible for financial and medical assistance from a combination of state and town funds. The Veterans Services Officer is responsible for determining eligibility for these benefits and for administering this program. Four veterans are now receiving this state/town benefit, which is a typical number for a town of Lincoln's size.

The Veterans Administration offers compensation for veterans suffering from service connected disabilities and a pension for veterans who qualify financially. All veterans are eligible for free grave markers and some can receive help with burial benefits. There are also benefits available for veterans in assisted living and nursing homes.

The Veterans Programming Officer, works with the Council on Aging and the Veterans Services Officer to improve our outreach and spread information. This past year, he has organized a veterans' pancake breakfast and a luncheon and has brought in speakers from the Bedford VA and the Disabled American Veterans to discuss benefits.

In Lincoln, the Veterans Services Officer and the Veterans Programming Officer deal primarily with veterans from WWII, Korea, Vietnam, and peacetime. One of the biggest surprises for them is that many veterans are unsure of their benefits.

# **PUBLIC WORKS**

## **DEPARTMENT OF PUBLIC WORKS**

In 2014, the Public Works Department completed many projects and activities. Road repair and repaving continued. Road paving included:

- Oxbow Road
- Old Conant Road
- Linway Road
- Long Meadow Road
- Twin Pond Lane
- Fox Run Road

There were numerous snow storms and snow fall in January and February 2014 was exceptionally heavy.

The Department's municipal tractor continued to do a good job cleaning snow from sidewalks and pathways. In 2014, Public Works only used in-house staff for snow removal from sidewalks. Using in-house staff reduces damage to the pathways and abutting properties.

The Department transitioned from winter snow and ice control activities to springtime work; the Department performed roadway and path maintenance through the months of April and May. This included: street sweeping, pothole repair, and roadside path repair and stonewall work.

During the spring the Department also continued the process of removing tons of built up sand on the roadway shoulders. This sand built up during the winter and is the result of our heavy reliance on sand for snow and ice control. The sand interferes with the roadway drainage and is a major contribution to pavement damage.

This past summer, the Department performed roadside vegetative maintenance, performed roadway striping, cut dead roadside trees, planted trees, filled potholes, fixed road signs, performed cemetery burials and maintenance, started replacing the street lights with LED's, and made repairs to several drainage structures. We also continued the maintenance of the Town's historic stone walls, including Lincoln Road, Route 117, Weston Road at Silver Hill, and Trapelo Road. Many of these walls had fallen into disrepair.

The Department also completed the task of installing new leaching catch basins on Laurel Drive and Moccasin Hill Road. These new leaching basins replaced the older leaching basins that were installed in the 1950's when the sub-division was constructed. The new leaching basins also benefit the local environment by allowing rain water and runoff to drain naturally and perk into the soil.

The Public Works Department continued to use the municipal tractor to trim back overgrown roadside vegetation. By trimming back this vegetation the Town's residents have a safer, more aesthetically pleasing roadway. The beautiful farmer's stone walls that we have been repairing can now be seen and enjoyed.

Parking and crosswalk improvements were also made to Bemis Hall. A new paved parking surface was installed as well as better lighting and a concrete walk with railing. The crosswalk was moved slightly north on Bedford Road and state-of-the-art pedestrian crossing LED lights were installed at the new crosswalk.

During the fall, the Department cleaned leaves and fixed damaged catch basins. The Department also continued with its roadside program, trimming approximately 5 miles of roadside.

During the course of the year, the Department was also tasked with the operation of the Town's Transfer Station. The new entry shed was staffed at the entrance of the Transfer Station to better monitor day to day activities and residential usage.

The Department continued with the maintenance and operation of the Town's cemeteries.

Looking ahead to 2015, the Department anticipates continuation of the trail and path maintenance program, roadside improvements including stonewall repair, continued improvements to the Transfer Station, improved leaf removal program, and continued development of the Public Works yard and materials handling.

The 2014 Lincoln Department of Public Works:

- Chris Bibbo – Superintendent
- Carol Withycombe – Administrative Secretary
- David McKnight – Foreman
- Steven McDonald – Crew Chief
- Antonio Clemente \*\*\*
- Jim Durkin
- Brian Kerrigan
- Bob Maker
- John Neri
- Ian Sears \*\*\*

\*\*\* Antonio Clemente and Ian Sears were hired to replace Joe Hayward and Gary White who retired in 2014.



## CEMETERY COMMISSION

Manley Boyce

Rob Todd

Susan Harding, chairperson

Susan Brooks, Agent for the Cemetery Commission and Town Clerk

Another lively year for the cemetery commissioners! In fact, we are taking steps to be "greener" than ever. As we clean up the land around the DPW materials storage area (Manley's labor of love) and screen it with mature rhododendrons generously donated by George Hibben, we plan to install an electrical line and erect a shed where we can store battery operated equipment to better maintain environmentally sensitive areas. We have appreciated the willingness of the Town's mowing contractor, Vanaria, to tailor its mowing to suit our conditions and minimize the use of heavy machinery.

The Annual Town Meeting in March approved an appropriation from Community Preservation Funds to repair a long section of the stone retaining wall at the Arborvitae Cemetery. This summer the project was put out to bid, and the contract was given to John Bordman, of Concord, who has done work for the National Park for many years. The work was started on November 14 and completed December 5, 2014, reusing the original stones and adding a crushed stone base and other stones as needed. He praised the caliber of the original wall, and we hope this new one will last well over a hundred years as well.

Another exciting event was the planning and completion of an Eagle Scout project by Jake Fox, the son of our Deputy Town Clerk who often acts as the Commission's Agent in support of Susan Brooks. On November 8 Jason Fox gathered a team of scouts, parents, and other volunteers to work with Ta Mara Conde, from Historic Gravestones, Inc. who graciously donated her time, to remove, clean, and reset over 20 foot stones in the cemetery by Bemis Hall. The Commission would be delighted to entertain proposals for other Eagle Scout projects in the future.

Rob Todd created a hand map to use when trying to find specific lots in our cemetery. Please feel free to borrow it but also please return it to the box on the large standing map near the entrance. We also placed a sign to mark the location of the Precinct Cemetery, the oldest one in Lincoln.

Every visitor to the cemeteries is grateful to Joey Cotoni for his devoted care to its upkeep and appearance. The Commissioners also are thankful for the excellent cooperation of our DPW and the meticulous supervision of cemetery affairs by our Agent, Susan Brooks.

There were 36 interments throughout 2014 and 9 new lots were sold.



## **WATER DEPARTMENT**

Ion Abraham  
Ruth Ann Hendrickson, Chair  
Packy Lawler  
Gregory Woods, Superintendent

Established in 1872, Lincoln's Water Department (LWD) provides clean safe drinking water to its customers and fire flow protection throughout the town. Lincoln's water comes from Flint's Pond (primary) and the Tower Road Well (secondary). Flint's Pond water is purified by an advanced microfiltration plant and then pumped into the distribution system, including the storage tank on top of Bedford Hill near the end of Hilliard Road.

Lincoln's position at the head of the watershed plus the wisdom of previous generations in protecting the watershed by selected land purchases and by-laws means that Lincoln has some of the purest drinking water in the state.

Governed by three elected Commissioners, the Department is funded totally by user fees. We do receive certain accounting, insurance, and personnel services from the general town government, for which we are billed. While LWD is self-funded, our budget and capital expenses are approved at Town Meeting and we maintain liaisons with various town entities.

In FY2014 LWD collected approximately \$1,099,000 from water bills and expended approximately \$907,000 in operating expenses, resulting in the addition of \$192,000 to Retained Earnings. The Commission targets a retained earnings balance of approximately \$1M to support future capital expenses; the current balance in this account is \$875,341. The average annual residential water bill is about \$520.

The LWD is cooperating with the long range capital planning effort initiated by the Town at the 2011 State of the Town meeting. Major LWD capital expenditures to plan and schedule over the next 20 years include regular distribution system upgrades, water tower back up, and filtration plant membrane renewal. These items are a moving target as technology improves and we continue to explore more cost effective approaches. Thus, capital planning is an on-going process.

This year's annual maintenance program included replacing four hydrants and continuing the meter upgrade program, on target for completion in 2015. To date, 1,550 meters (90% of the total) have been replaced, and the remaining 170 will be replaced in the next 6 months. During the last meter reading event, the new meters identified 77 continuous leak conditions within residential houses, proving the value of the advanced meters. Leak notification letters were mailed to these addresses with recommendations on how to identify the source of the leak. The improved efficiency realized by the new meters will enable quarterly meter

reading/billing to be implemented in late 2014, thus providing users with better information to discover leaks and manage their water consumption.

The Department continued its aggressive efforts to reduce leaks in the mains and service lines in an effort to reach the Mass DEP mandate of less than 10% unaccounted for or lost water. Using a new, more sensitive technology, we identified seven service line leaks and two water main leaks, all of which have been repaired. The estimated total leakage rate ranged between 20 and 50 gallons per minute. The leak detection program will continue annually as we attempt to reduce our water use by minimizing lost water.

The Department is also working to inform residents about residential water conservation strategies. The State Department of Environmental Protection requires that the Town reduce individual water consumption to the 65 gallons per person per day performance standard. For the 2012 and 2013 calendar years, Lincoln's consumption was 69 and 70 gallons per person per capita day, respectively. LWD data collection shows that water use in 2014 is similar to 2013; as a result the Town will remain above the standard. New Mass DEP regulations issued in late 2013 may require us to institute more serious water restrictions, specifically the limitation of outdoor watering to one day per week.

To encourage compliance with the Mass DEP water usage guidelines, the LWD continued water conservation outreach, including education flyers, a low-cost rain barrel event, and co-authoring articles with the Lincoln Garden Club on low water use landscaping. The on-going rebate program to residents toward the purchase of qualifying low flow toilets, washing machines and lawn irrigation moisture sensors awarded rebates for 12 toilets and nine washing machines. The LWD urges our customers to take advantage of these programs and to strive to reduce their water consumption.

The Commissioners are grateful for the support of our Superintendent Greg Woods and his dedicated staff, Heather Clary, John Logan, Rose Murphy, Jeremy Bernard and Victor Vasselin. John Logan retired in February after 27 year of service to the town. The Department wishes him a happy retirement.

# LAND USE BOARDS AND DEPARTMENTS

## PLANNING BOARD

Rick Rundell (Chair)  
Bryce Wolf (Vice-Chair)  
Robert Domnitz (Vice-Chair)  
Margaret Olson  
Lynn DeLisi  
James Craig (Associate)

In 2014 the Planning Board remained fully involved with ongoing permitting activities; the consideration of amendments to several sections of the Zoning Bylaw and Subdivision Rules, and support for special regional projects such as the Route 2 Crosby's Corner highway improvement program and the Battle Road Scenic Byway. Aside from the numerous planning-related meetings, Board members attended the Board scheduled 30 regular meetings in 2014.

A major milestone for the Planning Board and the town of Lincoln was the completion of the Lincoln Station Planning Study and the work of the Lincoln Station Study Committee. Following discussion of the preliminary conclusions of the Lincoln Station planning process at the State of the Town meeting the previous fall, the Planning Board completed the Lincoln Station Planning Study in March and began implementation of its recommendations at town meeting.

The Planning Board's usual business of reviewing site plan review applications, primarily for construction of single family houses, was ongoing. Applications for demolition and construction of large, single-family homes kept the Planning Board well-engaged through the spring and fall, along with numerous modification requests to prior site plan approvals from last winter on. The Board also took up numerous policy and procedure discussions on topics including the community center, the Housing Plan, and procedures for Site Plan Review.

In addition to the workload of its untiring liaisons, the Board formally reviewed 2 fence applications, 21 new site plan applications; 29 site plan modifications; 4 special permit applications; and 3 subdivision discussions. Other permitting matters the Board considered were 6 Subdivision Not Required (ANR) plans; 1 scenic road application; a church site plan review application for expansion under the Dover Amendment. This is permitted through our Zoning Bylaw, which refers to a state statute allowing relief from "reasonable" regulations. The Board also reviewed a site plan application to construct a 25,000 square foot hospice care facility and approved by special permit the second phase of The Commons to construct a memory care and rehabilitation facility. That project was well under construction at the end of 2014 and contributed \$500,000 to the Affordable Housing Trust Fund.



On the regulatory front the Board amended the Lighting Guidelines to adopt new standards that could be applied to site plan review which are consistent with emerging technologies for residential lighting. One of the Board's priorities is to limit light pollution in Lincoln where possible, while allowing necessary lighting for safety. The Board also worked cooperatively with members of the Agricultural Commission in several zoning workshops to review zoning amendments that would have implications for activities related to farming. Through the spring and fall of 2014 the Planning Board continued to work on refining our Zoning Bylaw to bring additional amendments to the 2014 and 2015 Town Meetings. Numerous zoning workshops were held by the Board from January through May and October on, to provide as much opportunity as possible for residents and other boards, committees and commissions to participate in discussions on proposed zoning changes.

In total, the Board conducted 9 zoning workshops and 3 zoning public hearings in 2014 to consider 8 zoning amendment warrant articles that had the potential to be brought forward. These efforts included (1) clarifying site plan review procedures, dimensional limitations and interpretations; (2) updating standards for lighting; and (3) relaxing parking and permitted use regulations in the B-2 Service Business District. The latter would further implement the recommendations of the Board's Lincoln Station Planning Study and encourage sustainable investment and uses in that area.

In 2014 the Planning Board, together with other land-use boards (Conservation Com., Housing Com., ZBA, Historical Com., etc.) also continued to examine coordination among the various boards. Under the direction of the Planning Board, the Director of Planning and Land Use Permitting and the Board's Administrative Assistant continued to coordinate functions of the land-use staff and Chairs through biweekly and quarterly meetings, respectively, to address additional issues of mutual concern. Throughout the year the Planning Board also remained involved in and contributed to the implementation of scoping sessions to coordinate permitting on multi-board applications in the land use function. Given the increase in applications that require review by more than one permitting authority, this effort has become progressively critical. Elsewhere the Board continued to participate and contribute in joint public hearings with the ZBA, particularly on large projects such as the Hospice Facility, to promote the most efficient yet comprehensive permitting process possible.

The Board also recommitted itself to supporting zoning compliance and enforcement efforts by staff, to ensure that the valuable time and effort that the Board spends on behalf of the Town under its authority remains meaningful, and contributes to a lasting outcome that advances the will of Town Meeting as reflected in the various regulations the Board oversees.

More globally, during this past year current and former Planning Board members and the Director of Planning and Land Use Permitting continued to work with



MassDOT in moving the Route 2/Crosby's Corner project towards a completion that is compatible with the input Lincoln provided throughout the design process. The Planning Board also participated in an Oversight Committee formed to address neighborhood construction impacts from the project, and remained involved with various regional organizations, such as HATS (Hanscom Area Towns), MAGIC (Minuteman Advisory Group on Interlocal Coordination), the Battle Road Scenic Byway, and the MAPC (Metropolitan Area Planning Council). The Board contributed to ongoing discussions on the evolving Comprehensive Land Use Reform Partnership Act to determine whether this legislation had benefits for Lincoln.

In summary, as the economy continues to recover there is continuing interest in Lincoln land-use development, especially in the construction and alteration of residential projects. The Board has continued its commitment to fairly and efficiently perform its duties as it deals with traffic concerns, lighting impacts, cell towers, teardowns, residential growth and the sustainability and long term planning of Lincoln Station. As always the Board encourages feedback on and involvement in all of its activities.

## ZONING BOARD OF APPEALS

David Henken  
Vinit Patel, Associate Member  
Kathleen Shepard, Associate Member  
Eric Snyder  
David Summer  
Joel Freedman, Chair

The Zoning Board of Appeals (ZBA) is a land use board that interprets and applies the Town's zoning bylaw. It decides on a case by case basis requests for variances, special permits and appeals of decisions of the Building Commissioner, considering the impact on the town and neighborhoods and the requirements of the bylaw and State law.

The Board regrettfully accepted the resignations of Steve Daigle and Megan Stride, and thanks both for their years of service. During 2014, the Board welcomed Vinit Patel and Kathleen Shepard as new associate members, and David Henken and Eric Snyder became full members. The Board is seeking 2 volunteers to join the Board to bring it to a full complement of 8 members.

2014 proved to be a particularly active year, with 17 meetings and over 37 applications heard. The list below represents major requests that were considered by the Board in 2014, listed by the date of the Decision.

### January 9, 2014

- Oldfield, 207 Concord Rd, special permit for additions - GRANTED
- O'Doherty, 12 Morningside Ln, special permit for deck - GRANTED
- Veague, 35 Sandy Pond Rd, special permit for addition - GRANTED
- Greiff/Durante, 7 Brooks Rd, special permit for garage - GRANTED

### February 6, 2014

- Neri, 109 Cambridge Tpk, modification of variance - GRANTED
- Lawton, 5 Stonehedge Rd, special permit for additions - GRANTED

### March 6, 2014

- Pillar, 123 Trapelo Rd, special permit for additions - GRANTED

### April 3, 2014

- The Food Project, 10 Lewis St, extension of special permit - GRANTED
- Bornstein/Bronstein, 58 Beaver Pond Rd, special permit for porch - GRANTED

### May 1, 2014

- Jacobs, 26 Laurel Dr, special permit for additions - GRANTED
- Shultz, 5 Hilliard Rd, special permit for reconstruction of house - GRANTED
- Lincoln Housing Commission, 75 Tower Rd, special permit for accessory apartment - GRANTED

May 15, 2014

- Dahmen, 10 Grasshopper Ln, modification of special permit for additions - GRANTED

June 19, 2014

- First Parish Church, 4 Bedford Rd, appeal of Planning Board decision - UPHELD IN PART, OVERRULED IN PART
- Blacklow, 5 Grasshopper Ln, special permit for additions - GRANTED
- Rankin, 218 Concord Rd, special permit for additions - GRANTED
- Brush, 17 Longmeadow Rd, special permit for additions - GRANTED

July 23, 2014

- Martin, 40 Beaver Pond Rd, special permit for addition - GRANTED
- Bergeron, 244 Lincoln Rd, special permit to reconstruct barn - GRANTED

August 7, 2014

- Montero, 28 Farrar Rd, special permit for decks – GRANTED
- Churchill, 78 Cambridge Tpk, variance to move house, add garage - GRANTED

August 21, 2014

- Shupe, 109 Old Sudbury, special permit for barn, horse paddock - WITHDRAWN
- Herthel, as Trustee, 199R Concord Rd, for extension of special permit for temporary structures - DENIED
- Silva, 19 Morningside Ln, special permit for addition - GRANTED
- Chao/Buckland, 76 Old Sudbury Rd, special permit for reconstruction of house - GRANTED

November 6, 2014

- Mass Audubon, South Great Rd, extension of special permit - GRANTED
- Albert, 190 Bedford Rd, special permit for reconstruction of house – GRANTED

December 4, 2014

- Fitton, 1 Moccasin Hill, special permit for additions – GRANTED
- Seo, 37 Farrar Rd, special permit for new garage - GRANTED

## **HISTORIC DISTRICT COMMISSION and LINCOLN HISTORICAL COMMISSION**

Douglas Adams  
Andrew Glass  
Judith Lawler (Alternate – HDC/LHC)  
Jack MacLean (Alternate - HDC)  
Andrew Ory  
Richard Rundell (Historic District Commission only)  
Bryce Wolf (Historic District Commission only)  
Lucretia Giese (Chair for LHC)  
Ruth Wales (Chair for HDC)

The Lincoln Historical Commission is responsible for preservation of all structures outside the Historic District and also reviews requests for demolition under the Demolition Delay By-law and is also responsible for overseeing three houses under a Preservation Restriction Agreement. The Historic District Commission reviews applications for all exterior changes within the District visible from a public way.

### **Lincoln Historical Commission**

#### Demolition Approvals:

121 Winter Street – house  
129 Winter Street – garage  
123 Trapelo Road – shed  
19 Morningside Lane – more than 25% of roof line and structure  
279 Cambridge Turnpike - house  
82 Conant Road – house, garage and 2 sheds  
22 Bypass Road – shed  
6 Acorn Lane - shed  
208 Concord Road – more than 25% of house and garage  
109 Cambridge Turnpike – house

#### Demolition Approvals: (After Demolition Plan Review):

(Considered Historically/Architecturally Significant but not Preferably Preserved)

123 Trapelo Road – more than 25% of roof line and structure  
5 Hilliard Road – house  
211 Sandy Pond Road – house  
244 Lincoln Road – barn  
10 Grasshopper Lane – more than 25% of house and garage roof  
190 Bedford Road – house  
37 Farrar Road – garage/barn



Demolition Plan Review Deferred (12-month delay applied):

(Considered Historically/Architecturally Significant, and determined Preferably Preserved)

7 Woodcock Lane - house

**Historic District Commission**

Certificates of Appropriateness:

3 Bedford Road – sidewalk railing

61 Bedford Road – remove and reconstruct exterior center chimney and change existing porch roof, add railing and new window

2 Weston Road – replace front door, frame and sidelights

15 Bedford Road – railing along new walkway and install one rain barrel

Arbor Vitae Cemetery – repair stone wall along Old Lexington Road

46 Bedford Road – replace existing fence

4 Bedford Road – construct new Stearns Room (vote 5-2)

4 Bedford Road – demolish existing Stearns Room (vote 6-1)

Certificates of Non-Applicability:

3 Bedford Road – temporary structures and railing during sprinkler installation

61 Bedford Road – 5 roof vents and repairs to existing porch

49 Bedford Road – repair to siding due to insect damage, re-shingle garage, remove side deck and replace with stairs

Preservation Restriction Agreement:

61 Bedford Road – interior renovations for master bath, closet and remove attic stairs; remove and replace attic insulation; raise attic floor six inches; repairs to existing porch; change porch roof, add railing and new window

In 2014, inventories of fifty-six houses in Lincoln were added to the Massachusetts Historical Commission Inventory of Historic Assets of the Commonwealth prepared by consultants Gretchen Schuler and Eric Dray who were employed by the Friends of Modern Architecture. Also in 2014, seven properties on Old Concord Road were submitted to the Massachusetts Historical Commission inventoried by students of Boston Architectural College for the Friends of Modern Architecture.

The Historical Commission made its annual inspection visits to The Flint Homestead and the Wheeler House in 2014, both houses under Preservation Restriction Agreements.

## LINCOLN HOUSING COMMISSION

Diana Chirita  
Linda Conrad  
Peter Georgiou  
Mary Sheldon  
Allen Vander Meulen  
Constance Lewis, Chair

There were many changes in the membership of the Housing Commission early in 2014. Pamela Gallup, who had served many years as the very capable chair of the Housing Commission and also on the Affordable Housing Trust, chose not to run for re-election. Peter Georgiou was elected to fill her seat; and Linda Conrad, Diana Chirita, and Allen Vander Meulen were appointed to the commission to fill the seat left vacant by Stephen Dirrane, Gila Naderi, and Robert Wadsworth.

### **New Town-owned Housing Units**

In 2014, the Housing Commission had the opportunity to renovate a Town-owned single-family house on Tower Road and turn it into a two-bedroom apartment and a one-bedroom accessory apartment. The commission worked with the Community Preservation Committee and the Affordable Housing Trust to fund this project. The Community Preservation Committee recommended a \$150,000 grant for the rehabilitation, and this grant was approved at Town Meeting. The Housing Commission and the Affordable Housing Trust voted to commit \$25,000 each from their funds to the renovations.

The Housing Commission worked with the Zoning Board of Appeals, the Water Department, the Board of Health, and the Conservation Commission to develop a site plan designed to protect the Town's water supply and wildlife. This four-month project was completed in November 2014, and the two apartments are now occupied by tenants from the Housing Commission's waiting list. Because of the renovation, one new unit was added to Lincoln's Subsidized Housing Inventory.

### **New Units for our Affordable Housing Inventory**

In 2014, the Zoning Board of Appeals and the Planning Board approved an eight-unit apartment building in the old pickle factory on Lewis Street. Two of the units were designated as affordable units, but all eight units will count on the Subsidized Housing Inventory. These units have not been built yet, but we are hopeful that they will be completed in 2015.

The Housing Commission worked with the Planning Board to enforce the inclusionary zoning bylaw and to negotiate with Benchmark Senior Living for a \$500,000 cash settlement to be paid to the Affordable Housing Trust to defer the

cost of adding 40B-approved affordable housing to balance new assisted living units at The Groves.

### **The Affordable Housing Coalition**

Together, the Housing Commission, the Affordable Housing Trust, and the Lincoln Foundation form the Affordable Housing Coalition with a unified mission to provide housing for people of low or moderate incomes and for others whose needs are not met by the regular housing market.

### **The Housing Commission's Mandate in Context**

The Housing Commission is charged with affordable housing planning, advocacy, and policy making and with the administration of the Town's rental units. Because the Massachusetts Department of Housing and Community Development now expects towns to monitor all the units on their Subsidized Housing Inventory, the monitoring aspect of the commission's work has been growing in recent years. In 2014, the commission hired an experienced housing professional, Anne Dooley, as a consultant to help us with these expanded responsibilities.

Except for the revolving fund, which is used primarily to pay for maintenance and capital improvements of the Town-owned rental units, the Housing Commission does not have independent access to money. Therefore, the **Affordable Housing Trust** was established in 2006 to be the financial center for the development of affordable housing in Lincoln with the ability and flexibility to hold money and real estate and to enter into real estate transactions outside of the Town Meeting cycle.

The **Lincoln Foundation** is a private non-profit organization that monitors re-sales of affordable home ownership units. It can also provide affordable unit owners with loans for capital improvements and condo assessments, which the Housing Commission cannot do because it does not have discretionary funds.

### **Contributions of Town Employees**

The Affordable Housing Coalition could not manage without the administrative assistance of Elaine Carroll, the hands-on approach to facilities management of Michael Haines and Mary Day, and the professional expertise of Chris Reilly. These four Town employees have made valuable contributions to our Affordable Housing Program.



## CONSERVATION COMMISSION

Diana Beaudoin  
Julie Dobrow  
Jim Henderson  
Ari Kurtz  
Robert Noah  
Jim Meadors, co-Chair  
Peter von Mertens, co-Chair

These 7 members invest a significant amount of time and energy preparing for, attending, and following up on Conservation meetings. They are also engaged as members of and contributors to other Boards and Organizations that support the broader work of town government. Lincoln is very fortunate that these volunteers also do a tremendous amount of hands-on land management work in coordination with Conservation Department staff.

Commission membership changed at the end of the year with the departures of Diana Beaudoin, Julie Dobrow, and Robert Noah, all of whom we thank immensely. We welcome 3 new residents who will serve on the Commission starting in 2015; Stephen Johnson, Jordan McCarron, and Richard Selden. David McKinnon-Land Manager, Angela Kearney-Conservation Planner, Jane Layton-Ranger, and Tom Gumbart-Director continue in their roles as dedicated field and office staff. Please do not hesitate to contact these staff members with any conservation related thoughts or concerns you may have. Thanks also go out to the many volunteers who helped us, both indoors and outdoors, during the year.

One of the most important roles of the Commission and staff is to provide ecologically-sound stewardship of Lincoln's trails, fields, and woodlands to accommodate an array of uses. Our trails are open and safe for walking, jogging, and skiing; our fields are welcome habitat for birds, bees, and other wildlife; and our field edge and stone wall work maintains rural vistas. Residents continue to enthusiastically help salamanders and frogs safely cross roads in the spring, are proud to be part of the ongoing effort to pull garlic mustard and other destructive invasive plants, and help clear old trails and establish new ones.

Our stewardship efforts dovetail with the Lincoln Land Conservation Trust to ensure our combined 80 miles of trail are properly maintained. The LLCT employed two interns this past summer who worked on both LLCT and Town Conservation land. A MA DCR Recreational Trails Program grant funded the reconstruction of many of our trail bridges and boardwalks that we hope you will get out to and enjoy. We also received generous funding to support a program of raising *Galerucella* beetles that are released in the Sudbury River Watershed as a biocontrol to combat the proliferation of the invasive purple loosestrife.



Implementation of our Agricultural Policy helps the Commission and farmers better plan and communicate activities on the land. It provides better visibility into farm operations, crop programs, and details for understanding the operational challenges of farming our Conservation land. The Commission is committed to maintaining Lincoln's agricultural heritage and to improving the quality of our soils. There are now 14 farms licensing approximately 200 acres of Conservation land with 3 new farms added in the last 2 years, each with its own unique program: Blue Heron Organic Farm, Breton Meadow Farm, Busa Farm, Codman Community Farms, Matlock (Flint's) Farm, The Food Project, Lindentree Farm, Plough & Stars Project, Raja Farm, Red Rail Farm, Sweet Spirit Alpacas, Trim Orchard, Turtle Creek Winery, and Verrill Farm.

With CPA funds and a Water Department match, we were able to protect a 5.2 acre parcel along the eastern side of Flint's Pond. This is significant because it was the last private inholding in the preserved watershed land. Lincoln has a multi-million dollar investment in our municipal Conservation land, totaling over 1,500 acres. Town-held Conservation Restrictions on private land total an additional 500 acres, and both totals continue to rise. Preservation and subsequent stewardship of this land is a core value of Lincoln, it is incumbent upon us to ensure that resources are available to provide proper stewardship. Today we rely on the project management and technical skills, hard labor, and equipment donated generously by some of our Commissioners to complete many of our major projects; bridges, pond restoration, town-line bound marker restoration at Walden Pond, and field edge clearing. Without this kind of direct support our staff and budget will fall short in keeping pace with the increased complexity of land management issues on our substantial acreage.

We administer Wetlands Protection laws to make sure construction and landscape projects do not adversely affect wetland and buffer zone resources. Jet Aviation's wetlands application for a new hangar and parking lots at Massport's Hanscom Field used substantial Commission and staff time and resources. Resolution of this case is expected in 2015. If you are contemplating a project that may affect land or vegetation in or near wetlands, please check with the Conservation Department. Usually we can provide walk-in support to answer questions and help you start your project with a properly planned approach.

To help promote environmentally friendly projects, Angela Kearney created a user-friendly guide "Ecological Design, Construction and Maintenance Handbook – best practices for balancing site construction & land protection". The content applies to projects that come before all the land use boards. It circulated widely in 2014 and received very positive feedback. It, along with other conservation information, can be found on the Town's webpage at [www.lincolntown.org](http://www.lincolntown.org). Our outreach to schools and local organizations continues to be successful. We host a variety of events including monthly Conservation Coffees and a Wednesday morning walk series. If you want to be on the e-mail list to receive notifications on these events, please email [gumbart@lincolntown.org](mailto:gumbart@lincolntown.org).

## AGRICULTURE COMMISSION

Nancy Bergen  
Kit Carmody  
Ari Kurtz  
Ellen Raja  
Charlotte Trimm  
Beth Taylor Co-Chair  
Lynne Bower Co-Chair

**First Annual Lincoln Agriculture Day** - On September 20, 2014 the Ag Com sponsored, with the help of Carol Kendrick, the Rural Land Foundation manager of the Lincoln Mall, the First Annual Lincoln Agriculture Day at the Lincoln Mall. This was a very successful event, exposing the town residents to the many different agriculture endeavors and businesses in Lincoln. Eighteen different farmers/vendors were present with either their products for sale or exhibiting posters of their agriculture activities. Local artists also performed with different musical instruments including dancing. The Second Lincoln Ag Day is now being planned for September 2015.

**Lincoln's Farm Animals Event** - On November 3, 2014 the Ag Com co-sponsored an event at Bemis Hall with the Lincoln Garden Club, on Lincoln's Farm Animals. Barbara Cappucci organized the event for the Lincoln Garden Club. The evening began with presentations from farmers about the animals they raise; chickens, sheep, alpacas, cows, pigs and bees and ended with talk about families rescuing pets. It was well attended and an informative evening.

**Retirement of Member** - The Agriculture Commission regretfully acknowledges the resignation from the Commission of Christy Foote-Smith. Christie was the first chair of the Ag Com and led the Commission in getting the Right to Farm By-Law passed at Town Meeting, in developing the mapping project (maps are available in the Town Offices and on the Town's web-site) which mapped potential agricultural land in Lincoln and organized meetings between farmers and land owners. Her contributions will be greatly missed.

**Lincoln's Right to Farm Bylaw** - The Town of Lincoln passed a Right to Farm Bylaw at Town Meeting on March 26, 2011. The public notice for the Right to Farm Bylaw is published below for all new residents.

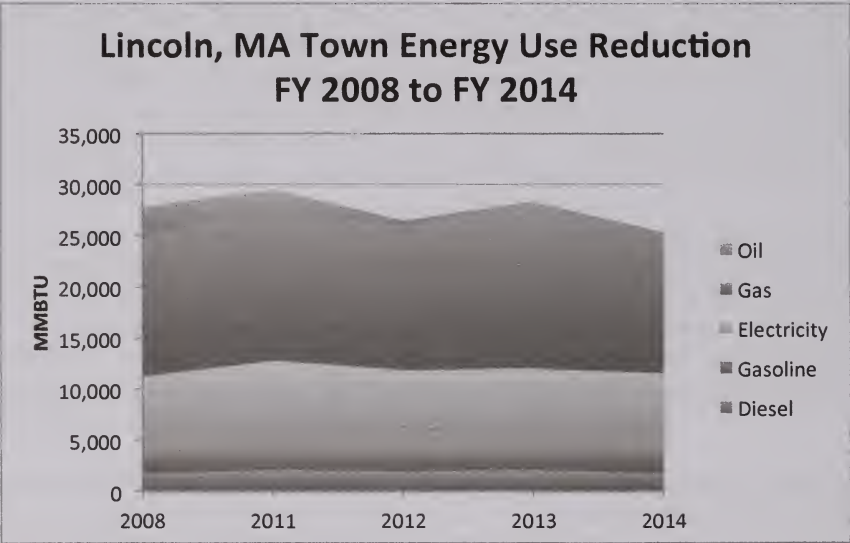
"It is the policy of the Town of Lincoln to conserve, protect and encourage the maintenance and improvement of agricultural land for the production of food and agricultural products, and also for its natural and ecological value. This disclosure notification is to inform buyers and occupants that the property they are about to acquire or occupy lies within a town where farming activities occur. Such farming activities may include, but are not limited to, activities that cause

noise, dust, and odors. Buyers or occupants are also informed that the location of property within the Town may be impacted by commercial agricultural operations including the ability to access water services for agricultural use under certain circumstances.”

**GREEN ENERGY TECHNOLOGY COMMITTEE**

Linda Conrad  
Jennifer Morris Gundy  
Edmund Lang  
David O’Neil  
Bill Stason  
Peter Watkinson  
Mary Day Ex-officio  
Michael Haines Ex-officio  
John Snell, Chair

Slowly but surely, Lincoln’s Green Energy Technology Committee has helped the Town reduce its total energy consumption about 9% compared to our baseline energy consumption in FY 2008. Our citizen members have focused on grant writing and energy performance monitoring support while our Ex officio members have lead the Town’s efforts on the contract and installation details. As the chart and table below summarize, we have achieved our best results reducing oil and gas consumption while holding the line on vehicle fuel and electricity consumption.





Year	Diesel	Gasoline	Electricity	Gas/Oil	Total
2011	19%	13%	12%	1%	6%
2012	12%	25%	-1%	-12%	-5%
2013	19%	22%	-1%	-1%	2%
2014	0%	10%	1%	-17%	-9%

Highlights from this year’s efforts include financial support for the new LED streetlights championed by the DPW and traffic committee, new LED exterior lights at the school campus, and substantial control upgrades for the K-8 school campus.

We are currently focused on electricity efficiency measures and potential solar PV system installations that will reduce the Town’s dependency on fossil fuel-based electricity consumption. The Town currently consumes about 2.2 million kWh per year in our town facilities.

As a starting point the school department negotiated a contract for net metering credits from a large solar PV installation in southern MA. The School will acquire 75% of the net metering credits and the Town will acquire 25% of the net metering credits.

Longer term, committee members are leading investigations and discussions for large-scale Town facility-based solar PV installations. Although no perfect site has been confirmed yet, the opportunity exists for the Town to provide over 50% of its total electricity consumption from ground and roof-mounted solar PV installations.

We welcome new members and individual citizen suggestions for new initiatives. Thanks to Jim Hutchinson for his valuable contributions to GETC on behalf of the Finance Committee.

# LIBRARY, RECREATION, AND SCHOOLS

## TRUSTEES OF THE LINCOLN PUBLIC LIBRARY 2014

		<u>Term Expires</u>
Jacquelin Apsler, Chair	Selectmen's Appointee	2017
Julie Brogan	Elected	2016
Martin Dermady	School Committee Appointee	2016
Jack French	Self-Perpetuating	
Alfred Kraft	Self-Perpetuating	
Peter Sugar	Self-Perpetuating	

### Vision Statement

The Library is the town's intellectual and cultural center and serves as a focus for life-long learning and literacy, local written and artistic expression, preservation of local history, access to information technology, and the sharing of knowledge and ideas.

### Statistics

	<b>FY2013</b>	<b>FY2014</b>	<b>% Increase</b>
Circulation	183,924	174,596	-5.1%
Reference Questions	9,350	9,348	-0.02%
Programs	531	465	-12.4%
Program Attendance	11,992	11,528	-3.9%
Patron Visits	95,810	91,149	-4.9%
Website Visits	42,734	60,928	+42.5%

A large construction project began in March 2014 to install fire suppression equipment (mainly sprinklers) in the public areas of the first floor, all of the second floor, and both attics. This construction project was very intrusive. Both the Children's Room and Reference Room were closed for four months. During this time, the Children's Librarians set up a mini Children's Room across the hall in the Preston building and the Reference Librarians answered questions from the Circulation Desk. Eight of the twelve computers for patron use were not available during this time. Despite this disruption, statistics decreased minimally from FY2013 to FY2014 and visits to our website increased over 42%!

### Staffing Changes

Ellen Sisco retired in March after nearly 35 years of service, mostly as the Library's Assistant Director. Lisa Rothenberg, formerly the Library's Technical Services Librarian, was promoted to Assistant Director. Kerry McGuirl resigned her position in May to take a better position at the Springfield Public Library. The following people were hired on a part time basis as replacements: Janet Spiller as a Temporary Reference Librarian in July; Kate Tranquada as a Reference Librarian in August; Alyssa Freden as Technical Services Librarian in September and Sarah Hogan to work as a Sunday Reference Librarian in October.

## **Accomplishments**

- The Friends of the Lincoln Library donated funding for special programs, museum passes, staff development, Duplos (big Legos), and our first iPad for patron use.
- The construction phase of the fire suppression project began in March and continued into 2015. Upon completion of this project, the entire library will have sprinkler coverage.
- Jane Flanders participated in the Lincoln School Foundation's March Spelling Bee as an announcer/judge.
- The "Millennium" library system in use since June 2003 was replaced in April 2014 by the "Sierra" library system.
- Our Summer 2014 Reading Program was another big success with 272 participants.
- The concept phase of the landscape design master plan was finished over the summer. It includes extending the heritage tree area on the Preston building side of the library along Bedford Road to Library Lane and expanding the garden terrace that faces Trapelo Road.
- A parking spot designated for senior citizens was created in July.
- Lisa Rothenberg and Jane Flanders represented the library at PTO night in September.
- Students from the new Birches School began making weekly visits to the library for storytimes and books.
- Teenage students from the Cotting School, a school in Lexington serving students with disabilities, continued volunteering in the Children's Room.
- In October the Trustees put on a musical cabaret to thank Lincoln for the new fire suppression system, thank the staff who worked through the project, and welcome new staff at the library.
- In November, Amy Gavalis and Jane Flanders were "celebrating readers" at the Lincoln PTO Family Reading Night at the Lincoln Public Schools.
- The Trustees' first Local Heroes event for Lincoln school children took place in November. Lincoln resident, Gus Muench, an astrophysicist at the Smithsonian Astrophysical Observatory in Cambridge, gave a talk about astronomy, allowed anyone to ask him astronomy questions, gave a demonstration of the Internet based Worldwide Telescope software, then helped kids try out the software for themselves.
- Former Trustee, Jenifer Burckett-Picker, displayed her World War I posters in the gallery in commemoration of the 100<sup>th</sup> anniversary of the start of the War to end all wars. Her father, Douglas M. Burckett, was Chairman of the Board of Assessors for many years. Using his diary and photographs, Jenifer retraced her father's footsteps in the Verdun area of France in a talk at the library in November, "WWI France Through My Father's Eyes & Mine 100 Years Later."
- We continue to collaborate with the Green Energy Technology Committee to reduce electricity consumption at the library.
- A new telephone system that gives us modern features such as voice mail was installed in December.



## LINCOLN TOWN ARCHIVES

Susan F. Brooks, Town Clerk, Co-Director  
Barbara Myles, Library Director, Co-Director  
Marie Wasnock, Archivist

### INTRODUCTION

Work performed by Lincoln Town Archives (LTA) staff directly supports goal CH-3 of Lincoln's 2010 Comprehensive Plan, "Promote stewardship of Lincoln's cultural and historic resources."

### Accomplishments

**CH-3.1** Make information on Lincoln's cultural and historic character, buildings, districts, cemeteries, and other heritage treasures widely available to residents and visitors in formats that are attractive, accurate, and easily understood.

- The Archives webpage has been updated on the Library website. Finding aids for LTA's archival collections are posted on the website so that they are searchable by anyone with Internet access.
- Town Reports and Financial Sections are available online through the Library website. The Farrar Historical Houses Manuscript has been posted to the Digital Commonwealth, a cloud-based repository for cultural and historical materials, also available online through the Library website.
- The Archivist and Reference Librarians regularly answer local history and genealogy questions by phone, email, and in person. They retrieve archival material from the vault for use by various researchers.
- An exhibit of the Town's War Memorial Book, featuring Lincoln veterans of various wars, was curated by Marjorie Hilton and displayed at Town Offices in the early winter.
- A panel exhibit by Marjorie Hilton about conservation treatment of the Town's Vital Records Book, 1754-1811, is on view in the Donaldson Room at Town Offices.
- The Lincoln Historical Society is the LTA's most regular user, drawing on town Archives materials for its programs.
- Grants from the Community Preservation Committee were used for preservation treatment and digitization of archival materials.

**CH-3.2** Expand the collections and finding aids for the newly integrated archives and records management initiative spearheaded by the Lincoln Public Library and the Town Clerk's Office.



- We have completed an inventory of Town Hall Vault records, a resource to researchers and a reminder to town departments whose records are or should regularly be deposited there.
- The Archives is currently developing Finding Aids for town record collections about Hanscom Air Force Base, Hanscom Area Towns Committee (HATS), North Lincoln 47-Acre Project and Battle Road Farm.
- Finding aids have been completed and/or updated for the Lincoln League of Women Voters collection, Lincoln Library Trustees collection, the Flint and Chapin Families collections, and the Archives' audiovisual and digital collections.

**CH-3.3** Support stewardship by collaborating with existing local organizations and providing funding from local and non-local sources.

- The **Town Archives Advisory Council (TAAC)**, composed of designees of twelve local historic preservation entities, continues to meet twice yearly, serving essentially as a professional development forum for member organizations. Following the TAAC's development and adoption of a Long Range [5 year] Plan in 2013, the group has sharpened its focus on collaborative endeavors, as evidenced by the events reported below.
- The Archivist presented a talk on Digital Archiving at the Lincoln Historical Society's Winter Carnival event, "Historical Records in the Digital Age: Online Records for All." The event also featured Tom Blake, the Digital Projects Manager for the Boston Public Library.
- The Town Archives collaborated with the Lincoln Historical Society to create a program celebrating the restored War Memorial Book. The Town Offices exhibit referenced above was followed by a November presentation featuring Andrew Tabak, a docent at the Fort Devens [military history] Museum, speaking about the changing nature of the draft in America and Randy Bergeron, the 66<sup>th</sup> Air Base Group Historian, speaking about Hanscom's unique contribution to the technological evolution of contemporary warfare.

## PARKS AND RECREATION COMMITTEE

Douglas Carson  
Patty Donahue  
Jonathan Dwyer, Chair  
Chris Fasciano  
Margit Griffith  
Ted Julian

The Lincoln Parks and Recreation Committee strives to provide affordable and diverse leisure opportunities, community-based special events and safe recreational facilities to enhance the quality of life for Lincoln residents of all ages. The Committee sets policy and oversees all facets of the department including: community programs, athletic fields, tennis courts, playgrounds, public parks, the Codman Pool, the Lincoln Summer Day Camp, and various town wide events; as well as strategic facility planning and development.

We deliver these services at a low-cost to the Town, as user fees typically recover a large percent of our annual operating budget. We offer all our programs via web registration and accept credit card payments. As the Town navigates challenging fiscal waters, we strive to contribute (and not deplete) town resources and add to the fabric of daily life.

In addition to this work, we participate in a number of our Town initiatives including the Community Preservation Committee, the Community Center Study Committee, the Leaf Blower Study Committee, the Lincoln School Health Advisory Council and the Lincoln School Safety Committee.

The Parks and Recreation Office is located in the Hartwell A Pod on Ballfield Road. We would like to thank the Lincoln Public Schools for their continued support by providing office and programming space. The office is generally open 8:30am - 4:30pm, but we recommend calling (781-259-0784) before you come by as our staff may be out supporting programs at any given time.

During the school year we offer a wide variety of children's programs, special events, trips, sports and adult education classes. All Lincoln residents are encouraged to participate. A full list of program and facility information, as well as online registration is available at [www.LincolnRec.com](http://www.LincolnRec.com).

The Department maintains the town's athletic fields and baseball diamonds with annual cycles of slice seeding, aerating, and lime/natural fertilizer applications. This will develop healthy, safe turf for the benefit of the public schools, sports leagues and community programs. We would like to thank our youth sports organizations, Lincoln Youth Soccer and Lincoln/Sudbury Little League, for their annual contributions to this work. They are terrific collaborators.

Under the umbrella of our Events Subcommittee, which allows us to partner with organizations such as the Lincoln Minuteman, the Girl and Boy Scouts, Public Safety, Public Works and various residents, we oversee annual town-wide events including Patriots Day, Memorial Day, July 4<sup>th</sup>, the Summer Concert Series, and Winter Carnival. Thank you to all our volunteers for a job very well done! We also want to thank our sponsoring businesses. We are grateful for their contribution.

In fiscal year 2014 PRD provided over 100 programs to 1,500 different individuals ranging in age from 8 months to 93 years and enrolled over 3,500 participants in their activities with many additional residents being served through their public events. Preschool age programming accounted for 6% of enrollment, school age programming accounted for 64% of enrollment, adult programming accounted for 14% of enrollment, and family programming accounted for 16% of enrollment.

Annually, PRD runs approximately 60 weekend programs, 660 daytime programs, 450 afterschool programs and 375 evening programs. We'd like to acknowledge the hard work of our staff and instructors who make these programs so successful.

Spring 2014 marked the end-of-term for long-time committee member Ingrid Neri, who stepped down after 12 years of dedicated service. We miss her experience, community perspective, humor and passion for the arts. She provided leadership in all facets of the department but was particularly passionate about the Codman Pool, our afterschool programs and our Acoustic Coffeehouse. We have a feeling we haven't heard her last performance on the Bemis Hall stage!

With Ingrid's departure we had an opportunity to welcome a new member, and were fortunate that Margit Griffith was willing to join our team. Margit shares Ingrid's passion for the departments programs and brings energy and fresh perspectives to our meetings. We're lucky to have her... and she's also a singer!

This year saw the full replacement of the Codman Wading Pool with a bigger, better, more efficient and altogether more fun model! The new pool features a sloped entrance, deck sprays, underwater sprays and an interactive fountain for our younger swimmers to acclimate themselves to the water. This project was fully funded by the Community Preservation Act and we appreciate the support of the Community Preservation Committee and Lincoln community.

We also want to extend our appreciation to the Capital Planning Committee and the community at large for the approval of our first official town vehicle! We love our new truck!

Parks and Recreation facilities and offerings are a wonderful component of the Lincoln community and we thank you for your support. One of our key



challenges is adapting our offerings to changing community needs, especially as families are presented with more opportunities for services. We are always looking for new ways to meet the changing needs and interests of the community and welcome any suggestions and ideas.



## PIERCE PROPERTY COMMITTEE

Anne Crosby  
Jean Horne  
Lucia MacMahon  
Virginia Rundell  
Judith Gross, Chair

In 2014, Pierce House continued to provide a memorable setting for Lincolntites to mark the whole range of milestones in their lives: christening parties, graduations, weddings, retirements, and funeral collations.

In total, 140 events were held, including 46 fully paid functions (mostly weddings). Every Saturday in the high season (May through October) was booked. House Manager Richard Silver gave tours to 125 prospective users, and attended more than 150 planning meetings with clients and their caterers and event managers.

Among the 94 town events held at Pierce House in 2014 were the 15<sup>th</sup> annual First Day celebration; the retirement parties of Police Chief Kevin Mooney, Fire Department Lieutenant Frank Gray, and Administrative Assistant Debra Parkhurst; the installation of our new Police Chief Kevin Kennedy; and post-election suppers for the town's hard-working poll workers. Other events included regular toddler playgroups and Tufts Medical Center's "Cycle for Life" fundraiser.

A new addition to the Pierce House social calendar was a screening party for the season finale of "Downton Abbey" in February. Guests, elegantly attired in period style, arrived early to mingle while enjoying refreshments, then adjourned to the "drawing room" to laugh and gasp and cry together while watching the last episode of the popular television drama.

Although the Committee spent time reviewing plans for much-needed improvements to the parking area, the complications of adjacent wetlands as well as competing priorities for limited town funds meant the proposal was tabled for the foreseeable future. More modest landscape improvements that will help keep Pierce House competitive as a desirable wedding venue are planned for the coming year.

The Pierce House Committee once again thanks Richard and Susan Silver for their continued stewardship of this iconic town resource.

## **CABLE COMMITTEE**

Marty Fahey  
Harold McAleer  
David Trant  
Jim Cunningham, Chair

The major events for the Cable Committee and local cable broadcasting for 2013 & 2014 were the move back into the newly renovated Town Offices, reissuing of the Comcast cable license, and new / improved equipment in Bemis and Brooks.

### **Town Offices**

During the Town Offices renovations, the local channel broadcast moved to Hartwell School facilities. Only Comcast was broadcast while at Hartwell since Verizon wanted \$55,000 for moving the transmit line to the schools and that was considered too high a cost. With the move back to Town Offices in June, much of the original equipment was left at Hartwell for the school broadcasts and new equipment was brought into the Town Offices site – a closet off the Donaldson room. Cameras and sound for both the Donaldson and Hearing rooms was installed and made operational. Other a/v equipment (projectors and assisted hearing) was also installed.

### **Comcast Contract**

The 10-year renewal for the Comcast contract was initiated early in 2013 and completed in July 2014, a public hearing was held, a 10-year ascertainment / business report generated and negotiations held

### **New Features**

- PegStream – As of July 2013, the local channel can now be watched on-line at [lincolntv.pegcentral.com](http://lincolntv.pegcentral.com).
- Bemis Sound – A new a/v system was installed on the second floor of Bemis hall that includes a variety of wireless microphones, projector, speakers, and assisted hearing. It was designed for easy setup and operation. The theater lights were replaced with LED based lights.
- Schools – A new 32 input channel sound board was installed in the Brooks auditorium to give more channel capacity and capability. New furniture, speakers, and wireless microphones were also added. Video cameras were added for video training.

### **Local Channel Access**

- **Comcast** channel 8
- **Verizon** channel 33
- **[lincolntv.pegstream.com](http://lincolntv.pegstream.com)** - Lincoln channel broadcast to your computer
- **[lincolntv.pegcentral.com](http://lincolntv.pegcentral.com)** - Past programs and meetings

SCHOOL COMMITTEE, LINCOLN PUBLIC SCHOOLS

Peter Borden  
Preditta Cedeno, METCO Representative  
Tim Christenfeld, Vice Chairperson  
Jena Salon  
Al Schmertzler  
Jennifer Glass, Chairperson

Strategic Objectives

*Educator Growth* -- Build educator expertise and a shared vision of effective teaching through the new educator evaluation system, professional collaboration, and professional development.  
*Curriculum and Instruction* -- Refine curriculum and instruction to strengthen the engagement and achievement of all students.  
*Assessment and Data* -- Use assessment and data to effectively promote and monitor student growth.  
*Responding to Student Needs* -- Respond skillfully to the academic, social emotional, and physical needs of all students.

District Priorities

- Implement an educator evaluation system that encourages and supports continual growth, reflection, collaboration, risk taking, and creativity.
- Refine and enhance instructional practices and curriculum to increase student engagement and cognitive demand.
- Develop an effective and efficient assessment program that informs our work at the classroom, school, and district levels.
- Address the needs of students in “high risk” groups with differentiated instruction, intervention supports, and programs that meet their social emotional needs.

Accountability and Assessment

The Massachusetts Department of Elementary and Secondary Education (DESE) classifies all schools and districts into one of five accountability levels with the highest performing in Level 1 and the lowest performing in Level 5. Level designations are based on meeting state-set targets for students scoring proficient or above on MCAS. Districts receive the level classification of their lowest performing school.

Lincoln Public Schools Accountability and Assistance Levels for 2014:

Lincoln District	Level 2
Hanscom Primary School	Level 2
Hanscom Middle School	Level 2
Lincoln School	Level 1



Additional information about district MCAS results can be found on the District website under School Committee reports: <http://www.lincnet.org/Page/3680> and <http://www.lincnet.org/Page/3682>

### **District Enrollment 2014 – 2015**

The official enrollment date for all schools in the Commonwealth is October 1, and all state reporting is based upon October 1 enrollment numbers. As of October 1, 2014, the Lincoln Public Schools total enrollment pre-K – 8 was 1,245 students. Enrollment on the Lincoln campus was 655, including 65 pre-K students, 339 students in the Lincoln School grades K - 4, and 251 students in the Lincoln School grades 5 - 8. Enrollment on the Hanscom campus was 590, including 70 pre-K students, 287 students at Hanscom Primary School grades K - 3, and 233 students at Hanscom Middle School grades 4 - 8. In addition, the District has 14 students in out-of-district placements and two Lincoln students in our CASE classroom.

Housing at Hanscom Air Force Base is near capacity (96-98%) and highly sought after by active military personnel working in the greater Boston area. Enrollment has increased over the last three years but is coming to a place of relative stability. K-8 enrollment is anticipated to remain in the range of 585 -615 students.

### **School Building Projects**

*Hanscom Middle School (HMS)* – In partnership with the Department of Defense, the School Committee and school administration completed the design for the new HMS. Construction began in June 2014, and the projected occupation date is in the spring of 2016. Currently, HMS is housed in temporary modular buildings that provide a highly-improved environment compared to the former permanent building. We look forward to providing the opportunity to tour the new facility that will be a model of how 21<sup>st</sup> Century school construction supports innovative teaching and learning.

*Hanscom Primary School (HPS)* – Plans for a new HPS have reached the 95% design phase. HPS will move into the temporary facility for the 2016 – 2018 school years. It is anticipated that HPS will move into their 100% newly constructed school building in the spring of 2018. When completed, the Hanscom Primary School and Hanscom Middle School will create a combined preK – 8 school building on the current site of the schools.

*Lincoln School* – The School Committee re-established the School Building Advisory Committee in the spring of 2014 to continue to review the needs of the Lincoln School and facilitate the development of renovation options to present to Lincoln residents at the 2015 Town Meeting. Dore & Whittier Architects conducted a study of the Lincoln School including facility needs assessment, cost estimates, and the development of several options for consideration by the Town. Visit <http://www.lincnet.org/domain/282> for more information.



## **LINCOLN SUDBURY REGIONAL HIGH SCHOOL**

Radha Gargeya, Sudbury, Chair  
Elena Kleifges, Sudbury, Vice-Chair  
Nancy Marshall, Lincoln  
Kevin Matthews, Sudbury  
Patricia Mostue, Lincoln  
Gerald Quirk, Sudbury  
Bella Wong, Superintendent of Schools/Principal

### **2014 Superintendent's Report**

The High School's core values emphasize cooperative and caring relationships, respect for differences, pursuing academic excellence, and cultivating community. Our school culture strives to personalize education for all students in order to enhance achievement by building on individual talents and creating an educational environment where students want to learn and discover their passions. Our teachers develop engaging courses, foster strong connections with students, and produce well-rounded graduates who are prepared for the best colleges and other post-graduate endeavors.

2014 brought new leadership opportunities to the school with Bella Wong transitioning from interim to permanent Superintendent/Principal, Patrick Collins hired as Interim Business Administrator, Peter Elenbaas becoming the permanent Athletic & Activities Director, and Steve Desrosiers appointed as Interim METCO Director along with the hiring of 13 new faculty members. The School Committee views the change in leadership and teaching staff as an opportunity for new ideas and fresh approaches.

Our October 1, 2014 enrollment totaled 1,676 students overall with 1,616 enrolled in-school and 60 students in out-of-district placements. Included in this total are 91 students from Boston attending via the METCO Program. Class size medians range from 23-25 for "core-academic" classes, which means a sizable majority of our students are in classes over the size of 24.

With the support of both Lincoln and Sudbury, a sum of \$724,722 was raised at annual town meetings to support the upgrade of our school's technology infrastructure. A new wireless network was installed with over 100 Wi-Fi ports strategically located throughout the school. In addition, new network servers support and manage the network services. This investment has significantly expanded and improved network access by faculty, students, and other staff and will bolster the delivery of multi-media curricula.

The school district entered into a contract with SunEdison Spring 2014 and the Solar Canopy Project broke ground in August 2014. When completed we expect 1.5 Megawatts of power to be generated with monetary credits to our school from

a 20-year Power Purchase Agreement. Construction of the canopies met several unexpected delays causing the project completion date to shift from Fall to the Spring. We deeply appreciate the community's patience for the immediate parking and traffic inconvenience as we build a project with long-term financial for the district and local environmental benefits.

Two additional energy conservation projects were completed with incentives from NSTAR and a \$50,000 Massachusetts Department of Energy Resources grant. First, a new building/energy management system was installed over the summer and included new computer controlled mechanical equipment for heating and cooling. New software and room thermostats allow us to greatly enhance our controls and monitoring of air temperature and quality as well. Secondly, all the metal halide exterior lamps on campus were replaced with L.E.D. technology significantly reducing energy consumption and maintenance costs.

Along with our two "feeder" districts, the Lincoln and Sudbury Public Schools, the High School continues to receive students from Boston. The Metropolitan Council for Educational Opportunity, Inc. (METCO) program was established to provide the opportunity for children from racially-imbalanced schools in Boston and children from relatively isolated suburban schools to learn together in an integrated public school setting. We share a METCO Director with Sudbury Public Schools.

The School Committee entered into negotiations with the Teachers Association for a contract to commence July 1, 2015. At this writing a settlement has not yet been reached. The school participates in Minuteman Nashoba Health Group, a coalition of Massachusetts towns and school districts that have joined together to more affordably purchase health benefits. Due in large part to this positive experience and membership in the most recent OPEB evaluation performed by KMS Actuaries, LLC, Lincoln Sudbury's projected accrued OPEB liability decreased from \$46,124,163 to \$27,234,223 effective July 1, 2013. The OPEB liability valuation takes place every two years. This also marked the first year all LS teachers are participating in the newly reformed Educator Evaluation System.

Of special note was the student demonstration that occurred in December that mirrored the race relations tensions playing out across our nation. The school administration, faculty, and students subsequently initiated a series of meaningful discussions on race relations that we hope will lead students to further constructive and civil dialogue on this critically important topic.

We appreciate continued support of the Towns of Lincoln and Sudbury of our annual operating costs. We also appreciate the supplemental supports of FELS and SERF that provide mini grants to fund teacher initiated projects to benefit teaching and learning in the school. We could also not provide service at the current level of excellence without the financial support and hard work of our many parent organization groups. Thank you.

## **MINUTEMAN REGIONAL VOCATIONAL SCHOOL DISTRICT**

Minuteman High School is a four-year, public high school in Lexington, Massachusetts, founded in the Career and Technical Education tradition. Minuteman serves the member towns of Acton, Arlington, Belmont, Bolton, Boxborough, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland, and Weston, and teaches more than 700 diverse young men and women from local communities across eastern Massachusetts. Minuteman is a revolution in learning, preparing every student for success in college, industry and life.

Minuteman is governed by a 16-member School Committee which sets policy for the district. Each town has one representative on the committee. Lincoln's representative is Kemon Taschioglou.

### **Lincoln Enrollment**

As of October 1, 2014, four (4) high school students and two (2) post-graduate students from Lincoln were enrolled at Minuteman.

There was one graduate from Lincoln in 2014: Luke Foley, who majored in Biotechnology.

### **Minuteman Half-Day Program**

Minuteman offers a unique program allowing juniors and seniors who have passed the MCAS to enroll on a half day-every day basis in a career major. This allows a student to graduate from another high school within the Minuteman district and receive a competency certificate from Minuteman.

### **Post-Graduate and Continuing Education Programs**

Minuteman offers technical training programs to adults who are looking for rewarding jobs in high-demand careers. Adults may apply to the Minuteman Technical Institute programs to hone skills in a technical area, retrain for new employment, or learn new technical skills for the first time.

### **Career and Technical Offerings**

Minuteman currently offers 19 career majors categorized into three clusters: Bio-Science/Engineering, Human & Commercial Services, and Trades & Transportation.

The District School Committee endorsed a new Educational Program Plan for the school which identified two potential new programs: Multi-Media Engineering and Advanced Manufacturing.



## **Academic Program Offerings**

Minuteman offers Advanced Placement courses in English Literature and Composition. During 2014, the school added Calculus A-B. Due to the career and technical emphasis in their program, Minuteman students also have enjoyed success on Advanced Placement tests in Environmental Technology.

## **Capital Project**

Minuteman has received an extension to continue the work of the Feasibility Study as authorized in June 2010. In conducting this study, the professional team, including SKANSKA, as the Owner's Project Manager, and Kaestle Boos Associates, as the Designer, have been working closely with the School Building Committee and the Massachusetts School Building Authority (MSBA). Through this process, the Minuteman School Committee has approved a target design enrollment of 628 students and approved a new Educational Program Plan that will embrace an academy concept housing two career academies. These academies will aim to integrate career and technical education with academic subjects to create a truly cohesive learning experience for Minuteman students. Under the current Feasibility Study agreement, Minuteman plans to bring a proposed building project before area Town Meetings in 2016 for approval.

## **Regional Agreement**

The revised Regional Agreement has currently been approved by 10 member communities. The article will be on the Town Meeting warrant of the remaining six towns in the spring.

## **Minuteman in the Community**

Students and staff from Minuteman work on public service projects in the community. As examples, the school is working with Habitat for Humanity in Wayland and with LexHab in Lexington to create more affordable housing.

The school also offers a wide variety of services, including hairdressing and auto repairs, to residents of the district. Our restaurant is also open to the public.

## **The Minuteman Experience**

Minuteman offers a distinctly modern learning experience where students venture beyond a traditional high school curriculum to explore their interests and discover their passion, whether that's Bio-technology, Robotics, Environmental Technology, or another one of our many career majors.

Our teachers and staff encourage students to:

- **Believe in Yourself.** Students graduate from Minuteman with an enduring confidence that they can achieve anything they set out to do, no matter how high the hurdle, how long the road, or how loud the skeptics.
- **Prepare for College and Life.** Minuteman equips students with the academic foundation and study skills to succeed in college, and the



industry certifications and acumen to succeed in business, affording every graduate a unique flexibility to pursue their dreams.

- **Learn from Experts.** Minuteman's teachers are demonstrated experts in their respective fields, injecting a depth of knowledge and experience into their classes that is rarely found in public or private schools.
- **Be More Than Just Another Student.** There is no such thing as "just another student" at Minuteman—instead, teachers and staff personally invest themselves in truly knowing each student and working closely with them to realize their full, individual potential.
- **Make a Fresh Start.** From their first day of school, Minuteman students are given the opportunity to make a fresh start among new friends and new teachers who will see them as they are and not as who they once were.

### **SkillsUSA**

SkillsUSA, in partnership with business and industry, provides opportunities for members to develop individually and improve teamwork, leadership and professional skills through education, training, service, and competition. SkillsUSA Massachusetts programs include local and state competitions in which students demonstrate occupational and leadership skills.

### **Student Access, Participation and Support**

An Executive Function initiative was launched in 2010. Study skills, pre-reading strategies, and time management training help students to develop habits and techniques to improve their planning and organization skills.

Minuteman continues to support a full-time Reading Specialist who consults with academic and CTE teachers to implement a school-wide reading program.

The Special Education Department provides services so that all students succeed. The department successfully implemented the Student Learning Center (SLC), which allows students to understand their disability, develop skills and techniques to minimize the impact of that disability, and promote independence and personal responsibility. The SLC also supports the transition to post-secondary education, by following a model of service delivery that is popular among colleges and universities.

Respectfully submitted,

Edward A. Bouquillon, Ph.D.  
Superintendent-Director





